Proposed

THE CASTLEMAINE HISTORIC VEHICLE CLUB INCORPORATED

By Laws
January 2027

1. TITLE:-

The Club shall be known as the Castlemaine Historic Vehicle Club Incorporated- hereinafter referred to as "The Club".

2. HISTORIC VEHICLES:

An historic vehicle shall be one which fulfills the requirements of the following VicRoads classifications:-

Classification	Year of Manufacture
Veteran	before December 31, 1918
Vintage	1919 – end January 1931
Classic and Historic	After 31 December 1930 – and at least 25 years old at the time of application

3. MEMBERSHIP:-

Any person who in the opinion of the Committee is a person interested in historic vehicles is eligible for election as a full member of the Club.
No such person shall be admitted as a member of the Club until such time as he/she has paid the entrance fee and/or the first annual subscription.
Membership shall consist of:-
Family or adult members:
Student members – full time students up to the age of eighteen years:
Honorary and/or Life members and any other type of member as shall be determined by the Committee.

When a member's annual subscription becomes thirty days overdue, the member will be notified.
If after thirty days the Treasurer has not received the subscription, then the person concerned is no longer a member of the Club and is no longer entitled to use their vehicle on red plates.

4. SUBSCRIPTIONS:-

The amount of annual subscription shall be re-assessed annually by the Committee of the Club.
Subscriptions to be paid annually and shall be due and payable in advance on a date decided upon by the Treasurer.

5. EXPULSION:-

Any member who in the opinion of the Club is guilty of conduct which is injurious to the character of the Club and its members, may be expelled from the Club by three-quarters of the members present at a general meeting voting in favour of such expulsion.

6. PROPERTY AND FUNDS:-

A. All property and funds of the Club shall be under the control of the Club and no member by reason of their membership shall have any transmissible or assignable interests in any property of the Club.

B. Upon the dissolution of the Club by three-quarters of the members voting at an Extraordinary General Meeting called for this purpose, the property and funds of the Club, after all debts and liabilities have been discharged shall be distributed amongst the members of the Club on a pro-rata basis according to the total amount of subscriptions paid by individual members to the Club.

C. In the event of the winding up or the cancellation of the Incorporation of the Club the assets of the Club shall be disposed of in accordance with the provisions of the Act.

7. CLUB BADGES:-

The Committee, on recommendation to a General meeting for ratification, shall cause a Club badge and other Club insignia as may be nominated, to be manufactured and to be available to financial members of the Club on payment of the prescribed fees.

8. REGISTER:-

A register of members shall be kept together with details of historic vehicles owned by such members which shall be classified in accordance with the decisions of the Club.

9. INSPECTION OF BOOKS:-

Any financial member may inspect the books of the Club at any reasonable and convenient time upon prior notice being given to the Secretary of the Club.

10. AMENDMENT TO CONSTITUTION/OBJECTS:-

Any member wishing to propose any amendment or alteration to the Constitution/Objects must give in writing a notice signed by not less than two financial members to the Secretary in the form of a resolution. The resolution must be delivered to the Secretary not less than one calendar month prior to the meeting at which the resolution is to be put and no such resolution shall be passed unless three-quarters of the full members present at an ordinary meeting vote in favour of such resolution.

11. MEETINGS:-

A. The Club will adopt the Westminster Parliamentary System Meeting Procedure.

B. General meetings of the Club shall be held monthly and Committee meetings shall be held quarterly and as the Committee determines.

C. The conduct and procedure at General meetings and Committee meetings shall be solely under the control of the President.

The President shall conduct such meetings in the order of proceedings as seen in the meeting agenda and the President shall have all the powers afforded that of a Chairperson at such meetings.

D. Notwithstanding the foregoing, the President/Chairperson shall be bound to put any resolution, of which due notice has been given, to a meeting and shall give all financial members present a reasonable opportunity of voting or speaking.

E. Annual General Meetings shall be held on the third Friday of May each year.

In the event of the President being absent from any General meeting, the Vice-President shall act as Chairperson of the meeting or in their absence the Secretary shall act as Chairperson or in their absence the Treasurer shall act as Chairperson.
F. At General meetings where office-bearers are to be elected, a member who is not an office-bearer and is not standing for election, will chair the meeting until a President is elected. The newly elected President will then chair the rest of the meeting.
G. Office-bearer and committee member nomination forms will be included in the Club Newsletter that is one month before the Annual General meeting. The completed nomination forms will be returned to the Secretary, one week before the Annual General meeting.

12. VOTING AT MEETINGS:-
If a membership has partnerships, both names must appear on the membership form where the vehicle is in one name only. One voting right per membership.

USE Of TECHNOLOGY
(1) A member not physically present at a general meeting may be permitted to participate in the meeting by the use of technology that allows the member and members present at the meeting to clearly and simultaneously communicate with each other.
(2) For the purposes of this part, a member participating in a general meeting as permitted under Sub rule (1) is taken as present at the meeting and, if the member votes at the meeting, is taken to have voted in person.
(3) The above provisions for the use of technology also allow a Committee member to participate in Committee meetings under the same conditions and provisions.

14. THE COMMITTEE:-
A. The Committee is formed as a sub committee of the Club.
The Committee shall consist of the office bearers of the Club.
The office bearers of the Club shall consist of the President, Vice-President, Secretary and Treasurer who shall constitute the executive Committee members of the Club, plus five Committee members. The total number of Committee members of the Club shall be nine.
B. All contested positions for office bearers will be by secret ballot.
C. The Committee of the Club shall be elected by a majority of the members and they shall hold office for a period of two years and they shall be eligible for re-election at the termination of such period. Elections for Committee members shall be held at the Annual General Meeting.
D. Any member of the Committee may resign in writing to the Secretary or a vacancy comes about if they cease to be a member of the Club.
E. In the event of a casual vacancy in any office of the Club the Committee may appoint one of its members to the vacant office up to and including the conclusion of the Annual General Meeting next following the date of the appointment. Such an appointment will then be ratified by the next General meeting of the Club.
F. The Committee shall make recommendations to the full Club on the use of property and funds of the Club and seek approval of any expenditure.
G. The Club may elect or cause to be elected any sub-committees as it deems fit.

15. RESOLUTIONS:-
All resolutions passed at meetings of the Club shall be conclusive and shall be binding on all members of the Club whether they be present at the meeting at which the resolution was passed or not.

16. QUORUM:-
A quorum at Committee meetings shall be a majority of those entitled to be present and a quorum at general meetings shall be five members personally present (being members entitled under these rules to vote at a general meeting).
No proxy voting will be allowed at general meetings.

17. CONVENING OF GENERAL MEETINGS:-
The date and time of all general meetings will be sent to all members via the previous month's newsletter and SMS.

18. SOURCE OF FUNDS:-
The funds of the Club shall be derived from annual subscriptions, donations and such other sources as the Club may decide.

19. SIGNING OF NEGOTIABLE INSTRUMENTS:-
All financial transactions shall be authorised by the Treasurer and a specified committee member.

20. COMMON SEAL:-
The Common Seal of the Club shall be kept in the custody of the Secretary.
The Common Seal shall not be affixed to any instrument except by the recommendation of the Committee and the affixing of the Common Seal shall be attested by the signature of either of two members of the Committee or of one member of the Committee and of the Public Officer of the Club.

21. CUSTODY OF BOOKS AND OTHER DOCUMENTS:-
Except as otherwise provided in these rules, the Secretary shall keep in their custody or under their control, all books, documents and securities of the Club.

22. LIFE MEMBERSHIP
A. To be eligible for life membership the person proposed must have met the following criteria: Minimum of 15 years of continuous or cumulative active membership. At least 5 years spent in leadership or committee roles. Contributed measurable, outstanding benefit provided to the club and acted as a positive role model.
B. Nomination and Approval Process
Written nominations must be submitted by current financial members and submitted to the Committee for consideration.
Approval of a nomination will require a vote of 75% of the financial members present at an ordinary meeting in favour of the nomination recommended by the Committee.
C. Once a person has life membership conferred on them, they will be granted a waiver of annual renewal fees but will retain all voting rights and privileges of full standard and active members.

ASSOCIATIONS OF INCORPORATION ACT 1981

STATEMENT OF PURPOSES

1. The name of the incorporated association is
THE CASTLEMAINE HISTORIC VEHICLE CLUB INCORPORATED.

2. The purposes of which the association is established are:-

a) To bring together persons who are interested in historic vehicles for the benefit and enjoyment of such persons.

b) To promote and encourage interest in historic vehicles.

c) To provide, arrange, organise and/or hold general meetings of members of the Club, social meetings, sports meetings and any other kind of meeting.

d) To promote the use of historic vehicles for the purposes for which they were designed and to promote the preservation, restoration and maintenance of such vehicles.

e) To provide assistance to members in the acquisition or disposal of historic vehicles and parts.

f) To endeavour to provide such services as circulars, notices, newsletters, bulletins, library facilities, meeting places, sporting activities and any other service as the Club may deem fit.

g) To carry out all of the above objects and do all other things as are helpful to the attainment of the objects of the Club.

To be signed here.

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Reg No: A0000692S
Ref No: 1037632