

PROPOSED RULE ALTERATIONS

AUSTRALIAN PROPERTY SERVICES ASSOCIATION **NSW BRANCH (144N)**

Rule 4. REGISTERED OFFICE

Delete clause in its entirety, and replace with

The registered office of the Association is Suite 302, 33 Lexington Drive Bella Vista NSW 2153. The postal address of the Association shall be PO Box 8269 Baulkham Hills B/C 2153.

Rule 14. EXECUTIVE COMMITTEE

Delete 3rd line the following: “five (5) committee members” and;

Insert ***three (3) committee members.***

Delete last paragraph in its entirety “the Executive Committee....”

Rule 20. EXECUTIVE COMMITTEE MEETINGS, GENERAL MEETING OF MEMBERS, SPECIAL MEETINGS AND ANNUAL GENERAL MEETINGS.

Delete this clause in its entirety and replace with:

The Executive Committee shall meet on at least six (6) occasions in each calendar year, and at least two (2) of those meetings shall also be General meeting of members held each six (6) months and one (1) shall be the Annual General Meeting held in August.

The time, date and place of Executive Committee meetings shall be determined by the Executive Committee provided that a minimum of fourteen (14) days’ notice of such meeting is provided to Executive members. Notices of motion must be received by the Secretary at least seven (7) days prior to the meeting. Notices can be sent by either email, fax or received by post. Executive members may be advised of such meeting by way of email, fax, and text or by post to their home address. A quorum shall be at least five (5) Executive members either in attendance or by proxy. Meetings may be held by telephone, Skype or any other communications media. Should the meeting lapse due to a lack of quorum, a re-convened meeting will be arranged within seven (7) days.

The General meeting of members and the Annual General Meeting shall be held at a time, date and place as determined by the Executive Committee provided that a minimum of fourteen days (14) notice is provided to members. Notices of motion must be received by the Secretary at least seven (7) days prior to the meeting. Notices can be sent by either

email, fax or received by post. Members may be advised of such meeting by way of email, fax, and text or by post to their home address. A quorum shall be at least five (5) financial members. Should the meeting lapse due to a lack of quorum, a re-convened meeting will be arranged within seven (7) days

A Special meeting may be called by the Executive Committee at any time.

A Special meeting may also be called on resolution or requisition signed by at least seven (7) financial members. The requisition shall state the business of the Special meeting and such meeting shall be held within fourteen (14) days of the date the requisition is received either by the President or Secretary. If the Secretary fails to call the Special meeting and the same is not held within 14 days, the members signing the requisition may themselves call the meeting any resolution passed at such meeting will be binding on all members of the Association provided such resolution is legal and lawful, is not in conflict with the rules of the Association, does not breach the rules and regulations of the NSW Industrial Relations Act 1996 (as amended from time to time) and is in the best interest of the Association.

No business other than that set out on the notice of the Special meeting shall be transacted.

A quorum for a Special meeting shall be at least five (5) financial members.

NOTES AND EXPLANATIONS TO ALTERATION OF RULES

Rule 4. Registered Office – the Association has sold and vacated its current office and has relocated to the address stated in Rule 4.

Rule 14 - the Executive Committee of the Association has determined that as the Association has approximately 100 members that ten (10) Executive Committee positions (10% of the membership) is unwarranted and eight (8) management positions is more than adequate for the management and operation of an Association.

There are currently two (2) vacancies on the Executive Committee and it is not intended to fill those two (2) vacancies.

Rule 20 – the alteration to this rule clarifies the various meetings and the manner in which they are called, the notice to members, and the quorum required for those meetings.