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**AUDIENCE**

All financial members.

This constitution contains important information that affects BBFC members.

## Committee

<p><b>15 Powers of Committee</b></p>	<p>The committee, subject to the Act, the regulations, this constitution, and to any resolution passed by the club in general meeting—</p> <ul style="list-style-type: none"> <li>(a) shall control and manage the affairs of the club; and</li> <li>(b) may exercise all such functions as may be exercised by the club other than those functions that are required by these rules to be exercised by the club in general meeting; and</li> <li>(c) has power to perform all such acts and do all such things as appear to the committee to be necessary or desirable for the proper management of the affairs of the club.</li> </ul>
<p><b>16 Committee and membership</b></p>	<ul style="list-style-type: none"> <li>(1) The committee shall consist of the office-bearers of the club, each of who shall be elected under Rule 17 or appointed in accordance with clause (4).</li> <li>(2) The office-bearers of the club shall be— <ul style="list-style-type: none"> <li>(a) the president; and</li> <li>(b) the vice-president; and</li> <li>(c) the secretary; and</li> <li>(d) the treasurer; and</li> <li>(e) three (3) committee members.</li> </ul> </li> <li>(3) Each member of the committee shall, subject to this constitution, hold office until the conclusion of the annual general meeting following the date of the member's election, but is eligible for re-election.</li> <li>(4) In the event of a vacancy in the membership of the committee, the committee may appoint a member of the club to fill the vacancy and the member so appointed shall hold office, subject to this constitution, until the conclusion of the annual general meeting next following the date of the appointment.</li> </ul>
<p><b>17 Election of committee members</b></p>	<ul style="list-style-type: none"> <li>(1) Nominations of candidates for election as office-bearers of the club or as ordinary committee members— <ul style="list-style-type: none"> <li>(a) shall be made in writing, signed by two (2) members of the club and accompanied by the written consent of the candidate (which may be endorsed on the nomination form, Appendix B); and</li> <li>(b) shall be delivered to the secretary of the club not less than seven (7) days before the date fixed for the annual general meeting at which the election is to take place.</li> </ul> </li> <li>(2) If insufficient nominations are received to fill all vacancies on the committee, the candidates nominated shall be deemed to be elected and further nominations shall be received at the annual general meeting.</li> </ul>

<p><b>17 Election of committee members con't</b></p>	<ul style="list-style-type: none"> <li>(3) If insufficient further nominations are received, any vacant positions remaining on the committee shall be deemed to be vacancies.</li> <li>(4) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be taken to be elected.</li> <li>(5) If the number of nominations received exceeds the number of vacancies to be filled, a ballot shall be held.</li> <li>(6) The ballot for the election of office-bearers and ordinary committee members shall be conducted at the annual general meeting in such manner as the committee may direct.</li> <li>(7) Any persons to be nominated for election to a position on the committee of the club shall be financial members of the club under Rule 4. Associate members are ineligible to be nominated for election to the committee, or to be appointed to the committee, or be appointed to any position on any sub-committee.</li> <li>(8) A person is not eligible to simultaneously hold more than one (1) position on the committee except as in Rule 18 (4).</li> </ul>
<p><b>18 Secretary</b></p>	<ul style="list-style-type: none"> <li>(1) The secretary of the club shall, as soon as practicable after being appointed as secretary, notify the club of his or her address.</li> <li>(2) The secretary shall keep minutes of— <ul style="list-style-type: none"> <li>(a) all elections and appointments of office-bearers and ordinary committee members; and</li> <li>(b) the names of members of the committee present at a committee meeting or a general meeting; and</li> <li>(c) all proceedings at committee meetings and general meetings.</li> </ul> </li> <li>(3) Minutes of proceedings at a meeting shall be signed by the person presiding at the meeting or by the person presiding at the next succeeding meeting.</li> <li>(4) An individual may simultaneously hold the offices of Secretary and Public Officer.</li> </ul>
<p><b>19 Treasurer</b></p>	<ul style="list-style-type: none"> <li>(1) The treasurer of the club shall— <ul style="list-style-type: none"> <li>(a) collect and receive all moneys due to the club and make all payments authorised by the club; and</li> <li>(b) keep correct accounts and books showing the financial affairs of the club full details of all receipts and expenditure connected with the activities of the club.</li> </ul> </li> </ul>
<p><b>20 Vacancies</b></p>	<ul style="list-style-type: none"> <li>(1) For these rules, a vacancy in the office of a member of the committee occurs if the member— <ul style="list-style-type: none"> <li>(a) dies; or</li> <li>(b) ceases to be a member of the club; or</li> <li>(c) resigns the office; or</li> <li>(d) is removed from office under Rule 21; or</li> <li>(e) becomes an insolvent under administration within the meaning of the Corporations Act; or</li> <li>(f) suffers from mental or physical incapacity; or</li> <li>(g) is disqualified from office under the Act, section 63 (1); or</li> <li>(h) is absent without the consent of the committee from all meetings of the committee held during a period of three (3) months.</li> </ul> </li> </ul>

<p><b>21 Removal of committee members</b></p>	<p>(1) The club in general meeting may by resolution, subject to the Act, section 50, remove any member of the committee from the office of member of the committee before the expiration of the member's term of office and may by resolution appoint another member to hold office until the expiration of the term of office of the member so removed.</p> <p>(2) Where a member of the committee to whom a proposed resolution referred to in clause (1) relates, makes representations in writing to the secretary or president (not exceeding a reasonable length) and requests that representations be notified to the members of the club. The secretary or president may send a copy of the representations to each member of the club or, if they are not sent, the member is entitled to require that the representations be read out at the meeting at which the resolution is considered.</p>
<p><b>22 Delegation by Committee to Sub-committee</b></p>	<p>(1) The committee may, by instrument in writing, delegate to one or more sub-committees (consisting of such members or members of the club as the committee thinks fit) the exercise of such of the functions of the committee as are specified in the instrument, other than;</p> <p style="padding-left: 40px;">(a) this power of delegation; and</p> <p style="padding-left: 40px;">(b) a function which is a duty imposed on the committee by the Act or by any other law.</p> <p>(2) The sub-committee in accordance with the terms of the delegation may while the delegation remains unrevoked, exercise a function the exercise of which has been delegated to a sub-committee under this rule from time to time.</p> <p>(3) A delegation under this section may be subject to such conditions or limitations as to the exercise of any function to the subject thereof, or as to time or circumstances, as may be specified in the instrument of delegation.</p> <p>(4) Notwithstanding any delegation under this rule, the committee may continue to exercise any function delegated.</p> <p>(5) Any act or thing done or suffered by a sub-committee acting in the exercise of delegation under this rule has the same force and effect as it would have if it been done or suffered by the committee.</p> <p>(6) The committee may, by instrument in writing, revoke wholly or in part any delegation under this rule.</p> <p>(7) A sub-committee may meet and adjourn as it thinks proper.</p>