

**RULES
OF
C J DENNIS SOCIETY INC**

ARBN: A0055819P ABN: 72 897 893 044

Name

1. The name of the incorporated association is **C J Dennis Society Inc** (in these Rules called “the Society”).

Interpretation

2. (1) In these Rules, unless the contrary intention appears:
 - “Society” shall mean this Incorporated Association.
 - “Committee” means the Committee of Management of the Society.
 - “Financial year” means the year ending on 30 June.
 - “General Meeting” means a general meeting of members convened in accordance with Rule 15.
 - “Member” means a member of the Society.
 - “Ordinary Member of the Committee” means a member of the Committee who is not an officer of the Society under Rule 24.
 - “Present at a meeting” means present in person or by proxy or connected by electronic communication.
 - “He or she” also includes “it” when reference is made to a corporation or a registered business.
 - “The Act” means the Associations Incorporation Act 1981.
 - “The Regulations” means regulations under the Act.
- (2) In these Rules, a reference to the Secretary is a reference:
 - (a) where a person holds office under these Rules as Secretary of the Society - to that person; and
 - (b) in any other case, to the Public Officer of the Society.

Aims and Objectives

3. (1) To promote the poetry and literature of C J Dennis.
- (2) To encourage the recognition and creation of bush poetry in the community.
- (3) To organise poetry performances, written competitions and concerts and be involved in festivals around Australia.
- (4) To hold festivals, conferences, seminars, workshops and other meetings to promote the poetry and literature of C J Dennis and other writers.
- (5) To hold events at which members and other interested people may read and perform poetry and other written works.
- (6) To do all such other things as are incidental or conducive to the attainment of all or any of the above purposes.
- (7) The assets and income of the Society shall be applied solely in furtherance of its purposes and no portion shall be distributed directly or indirectly to its members except as bona-fide compensation for services rendered or expenses incurred on its behalf.

Alteration of Rules

4. These Rules, including the Aims and Objectives, of the Society must not be altered except in accordance with the Act.

Membership

5. (1) **Full membership** shall be open to any natural person who has an interest in the life and works of C J Dennis and who pays the annual membership fee as set out in these Rules.
 - (2) (a) **Honorary Life membership** may be offered to any natural person who, in the opinion of the Committee, has made an extraordinary contribution to the appreciation of the life and works of C J Dennis or has made an extraordinary contribution to the work of the Society.
 - (b) Honorary Life members shall not be required to pay any membership fees.
 - (3) (a) **Honorary Annual membership** may be offered to any natural person who, in the opinion of the Committee, has contributed to the appreciation of the life and works of C J Dennis or has contributed to the work of the Society.
 - (b) Honorary Annual members shall not be required to pay any membership fees.
 - (4) (a) **Supporting membership** may be offered to any corporation or registered business which supports the Aims and Objectives of the Society.
 - (b) Supporting members shall pay such annual membership fees as set in each individual case by the Committee.
 - (c) Supporting members shall not have a vote at any meeting nor be eligible to be nominated for the Committee.

Application for Membership

6. (1) A natural person who is nominated and approved for membership as provided in these Rules is eligible to be a member of the Society on payment of the entrance fee (if any) and the annual membership fee payable under these Rules and applicable to that class of membership.
 - (2) A person who is not a member of the Society at the time of the incorporation of the Society (or who was such a member at that time but has ceased to be a member) shall not be admitted to membership:
 - (a) unless he or she is nominated as provided in sub-clause (3); and
 - (b) his or her admission as a member is approved by the Committee.
 - (3) A nomination of a person for membership of the Society:
 - (a) shall be made in writing in the form set out from time to time by the Committee; and
 - (b) shall be lodged with the Secretary of the Society.
 - (4) As soon as is practicable after the receipt of a nomination, the Secretary shall refer the nomination to the Committee.
 - (5) Upon a nomination being referred to the Committee, the Committee shall determine whether to approve or to reject the nomination. The Committee shall not be required to give any reason for the acceptance or non-acceptance of any person as a member.
 - (6) Upon a nomination being approved by the Committee, the Committee shall, with as little delay as possible, notify the nominee in writing that he or she is approved for membership of the Society and request payment within the period of 28 days after receipt of the notification of the sum payable under these Rules as the entrance fee (if any) and the first year's annual membership fee.
 - (7) The Secretary shall, upon payment of the amounts referred to in sub-clause (6) within the period referred to in that sub-clause, enter the nominee's name in the register of members kept by him or her and, upon the name being so entered, the nominee shall become a member of the Society.

- (8) A right, privilege or obligation of a person by reason of his or her membership of the Society:
- (a) is not capable of being transferred or transmitted to another person;
 - (b) terminates:
 - (i) in the case of a natural person, upon the cessation of his or her membership whether by death or resignation or otherwise;
 - (ii) in the case of a corporation, upon the cessation of its membership whether by dissolution or resignation or otherwise;
 - (iii) in the case of a registered business, upon the cessation of its membership whether by deregistration or resignation or otherwise.

Entrance Fee and Annual Membership Fee

7. (1) The Committee may set an entrance fee and the amount of such fee, if any, shall be determined by the Committee from time to time.
- (2) The annual membership fee shall be determined by the Committee from time to time, and is payable in advance on or before the 1st day of July in each year, or by such other date as determined by the Committee from time to time.
- (3) The Committee may provide for pro-rata payment of annual fees where a person becomes a member during the course of the financial year.
- (4) Any member whose annual membership fee has not been paid for a period of more than 12 months shall cease to be a member but may re-apply for membership.

Register of Members

8. (1) The Secretary shall keep and maintain a register of members in which shall be entered the full name, address and date of entry of the name of each member and the register shall be available for inspection by members upon request free-of-charge.
- (2) The Secretary shall endeavour to record such other details in the register as will facilitate communications with members, including but not limited to telephone and facsimile numbers and email and similar addresses.
- (3) In the case of a supporting member, the member shall nominate a natural person who is not a member of the society to represent that supporting member at meetings and receive notices on its behalf and the Secretary shall enter the name of such nominee in the register.
- (4) A member may make a copy of entries in the register.

Ceasing of Membership

9. (1) A member of the Society who has paid all moneys due and payable by him or her to the Society may resign from the Society by first giving one month's notice in writing to the Secretary of his or her intention to resign and upon the expiration of that period of notice, the member shall cease to be a member.
- (2) Upon the expiration of a notice given under sub-clause (1), the Secretary shall make in the register of members an entry recording the date on which the member by whom the notice was given, ceased to be a member.
- (3) A member to whom Rule 7(4) applies shall cease to be a member.

Discipline, Suspension or Expulsion of a Member

10. (1) Subject to these Rules, the Committee may by resolution:
- (a) expel a member from the Society; or

- (b) suspend a member from membership of the Society for a specified period.
- (2) A resolution of the Committee under sub-clause (1):
 - (a) does not take effect unless the Committee, at a meeting held not earlier than 14 days and not later than 28 days after the service on the member of a notice under sub-clause (3), confirms the resolution in accordance with this clause; and
 - (b) where the member exercises a right of appeal to the Society under this clause, does not take effect unless the Society confirms the resolution in accordance with this clause.
 - (3) Where the Committee passes a resolution under sub-clause (1), the Secretary shall, as soon as practicable, cause to be served on the member a notice in writing:
 - (a) setting out the resolution of the Committee and the grounds on which it is based;
 - (b) stating that the member may address the Committee at a meeting to be held not earlier than 14 days and not later than 28 days after service of the notice;
 - (c) stating the date, place and time of that meeting;
 - (d) informing the member that he or she may do one or more of the following:
 - (i) attend that meeting;
 - (ii) give to the Committee before the date of that meeting a written statement seeking the revocation of the resolution;
 - (iii) if at that meeting the Committee confirms the resolution, he or she may not later than 48 hours after the meeting, give the Secretary a notice to the effect that he or she wishes to appeal to the Society in general meeting against the resolution.
 - (4) At a meeting of the Committee held in accordance with sub-clause (2), the Committee:
 - (a) shall give to the member or his or her representative an opportunity to be heard;
 - (b) shall give due consideration to any written statement submitted by the member; and
 - (c) shall by resolution determine whether to confirm or to revoke the resolution.
 - (5) If at the meeting of the Committee the Committee confirms the resolution, the member may not later than 48 hours after that meeting give the Secretary a notice to the effect that he or she wishes to appeal to the Society in general meeting against the resolution.
 - (6) Where the Secretary receives a notice under sub-clause (5), he or she shall notify the Committee and the Committee shall convene a general meeting of the Society to be held within 21 days after the date on which the Secretary received the notice.
 - (7) At a general meeting of the Society convened under sub-clause (6):
 - (a) no business other than the question of the appeal shall be transacted;
 - (b) the Committee may place before the meeting details of the grounds for the resolution and the reasons for the passing of the resolution;
 - (c) the member or his or her representative shall be given an opportunity to be heard; and
 - (d) the members present shall vote by secret ballot on the question whether the resolution should be confirmed or revoked.
 - (7) If at the general meeting:
 - (a) two-thirds of the members vote in person or by proxy in favour of the confirmation of the resolution, the resolution is confirmed; and
 - (b) in any other case, the resolution is revoked.

Disputes and Mediation

11. (1) The grievance procedure set out in this Rule applies to disputes under these Rules between:
 - (a) a member and another member; or
 - (b) a member and the Society.
- (2) The parties to the dispute must meet and discuss the matter in the dispute and, if possible, resolve the dispute within 14 days after the dispute comes to the attention of all the parties.
- (3) If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend that meeting then the parties must, within 10 days, hold a meeting in the presence of a mediator.
- (4) The mediator must be:
 - (a) a person chosen by agreement between the parties; or
 - (b) in the absence of agreement:
 - (i) in the case of a dispute between a member and another member, a person appointed by the Committee; or
 - (ii) in the case of a dispute between a member and the Society, a person who is a mediator appointed or employed by the Dispute Settlement Centre of Victoria (Department of Justice).
- (5) A member of the Society can be a mediator.
- (6) The mediator cannot be a member who is a party to the dispute.
- (7) The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- (8) The mediator, in conducting the mediation, must:
 - (a) give the parties to the mediation process every opportunity to be heard; and
 - (b) allow due consideration by all parties of any written statement submitted by any party; and
 - (c) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
- (9) The mediator must not determine the dispute.
- (10) If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Act, otherwise at Law.

Annual General Meeting

12. (1) The Society shall in each calendar year convene an annual general meeting of its members.
- (2) The annual general meeting shall be held on such day as the Committee determines.
- (3) The annual general meeting shall be specified as such in the notice convening it.
- (4) The ordinary business of the annual general meeting shall be:
 - (a) to confirm the minutes of the last preceding annual general meeting and of any general meeting held since that meeting;
 - (b) to receive from the Committee reports upon the transactions of the Society during the last preceding financial year;
 - (c) to elect officers of the Society and the ordinary members of the Committee; and
 - (d) to receive and consider the statement submitted by the Society in accordance with Section 30(3) of the Act.
- (5) The annual general meeting may transact special business of which notice is given in accordance with these Rules.

Special General Meetings

13. (1) The annual general meeting shall be in addition to any other general meetings that may be held in the same year.
- (2) All general meetings other than the annual general meeting shall be called special general meetings.
- (3) The Committee may, whenever it thinks fit, convene a special general meeting of the Society and, where but for this sub-clause more than 15 months would lapse between annual general meetings, shall convene a special general meeting before the expiration of that period.
- (4) The Committee shall, on the requisition in writing of members representing:
- (a) if the total membership numbers less than one hundred, not less than 10% of the total number of members; or
 - (b) if the total number of members is one hundred or greater, not less than 5% of the total number of members;
- convene a special general meeting of the Society.
- (5) The requisition for a special general meeting shall state the objects of the meeting and shall be signed by the members making the requisition and be sent to the address of the Secretary.
- (6) If the Committee does not cause a special general meeting to be held within one month after the date on which the requisition is sent to the address of the Secretary, the members making the requisition, or any of them, may convene a special general meeting to be held not later than 3 months after that date.
- (7) A special general meeting convened by members in pursuance of these Rules shall be convened in the same manner as nearly as possible as that in which those meetings are convened by the Committee and all reasonable expenses incurred in convening the meeting shall be refunded by the Society to the persons incurring the expenses.

Special Business

14. All business that is conducted at a special general meeting and all business that is conducted at the annual general meeting, except for business conducted under the Rules as ordinary business of the annual general meeting, is deemed to be special business.

General Meetings

15. (1) The Secretary, at least 14 days, or if a special resolution has been proposed at least 21 days, before the date fixed for holding a general meeting of the Society, shall send to each member of the Society a notice stating the place, date and time of the meeting and the nature of the business to be conducted at the meeting.
- (2) Notices may be sent:
- (a) by prepaid post to the address appearing in the register of members; or
 - (b) if such information appears on the register, by facsimile transmission or electronic transmission, provided in each such case that the Secretary satisfies himself or herself that the transmission has succeeded.
- (3) No business other than that set out in the notice convening the meeting shall be transacted at the meeting.
- (4) A member desiring to bring any business before a meeting may give notice of that business in writing or by electronic transmission to the Secretary, who shall include that business in the notice calling the next general meeting.

Quorum at General Meetings

16. (1) No item of business shall be transacted at a general meeting unless a quorum of members entitled under these Rules to vote is present during the time when the meeting is considering that item.
- (2) Five (5) members personally present (being members entitled under these Rules to vote at a general meeting) constitutes a quorum for the transaction of the business of a general meeting.
- (3) If within half an hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting if convened upon the requisition of members shall be dissolved and in any other case shall be adjourned to the same day in the next week at the same time and (unless another place is specified by the Chairman at the time of the adjournment or by written notice to members given before the day to which the meeting is adjourned) at the same place, and if at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present shall be a quorum.

Presiding at General Meetings

17. (1) The President, or in his or her absence, the Vice-President, shall preside as chairperson at each general meeting of the Society.
- (2) If the President, or in his or her absence, the Vice-President, is absent from a general meeting, the members present shall elect one of their number to preside as chairperson at the meeting.

Adjournment of Meetings

18. (1) The chairperson of a general meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
- (2) Where a meeting is adjourned for 14 days or more, a like notice of the adjourned meeting shall be given as in the case of the general meeting.
- (3) Except as provided in sub-clause (2), it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned meeting.

Voting at General Meetings

19. (1) Upon any question arising at a general meeting of the Society, each member who is entitled to vote has only one vote.
- (2) All votes shall be given personally or by proxy.
- (3) In the case of an equality of voting on a question, the chairperson of the meeting is entitled to exercise a second or casting vote.
- (4) A member is not entitled to vote at any general meeting unless all moneys due and payable by him or her to the Society have been paid, other than the amount of the annual membership fee payable in respect of the current financial year, unless he or she:
 - (a) is an honorary life member; or
 - (b) is an honorary annual member; or
 - (c) has been otherwise excused by the Committee from paying all or some of the annual membership fee.
- (5) Voting shall be restricted to full members, honorary life members and honorary annual members.

Poll at General Meetings

20. (1) If at a meeting a poll on any question is demanded by not less than three members, it shall be taken at that meeting in such manner as the chairperson may direct and the resolution of the poll shall be deemed to be a resolution of the meeting on that question.
- (2) A poll that is demanded on the election of a chairperson or on a question of an adjournment shall be taken forthwith and a poll that is demanded on any other question shall be taken at such time before the close of the meeting as the chairperson may direct.

Manner of Determining Whether Resolution Carried

21. A question arising at a general meeting of the Society shall be determined on a show of hands and, unless before or on the declaration of the show of hands a poll is demanded, a declaration by the chairperson that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, shall be the declaration of that resolution, and an entry to that effect in the minute book of the Society is evidence of the fact, without proof of the number or proportion of the votes recorded in favour of, or against, that resolution.

Proxies

22. (1) Each member shall be entitled to appoint another member as his or her proxy by notice given to the Secretary no later than 24 hours before the time of the meeting in respect of which the proxy is appointed.
- (2) The notice appointing the proxy shall be:
- (a) for a meeting of the Society convened under Rule 10(6) in the form set out in Appendix 1; or
 - (b) in any other case, in the form set out in Appendix 2.

Committee of Management

23. (1) The affairs of the Society shall be managed by a Committee of Management constituted as provided in Rule 24.
- (2) Any full member of the Society who has paid his or her current membership fee and any honorary member may be elected as a member of the Committee as provided in these Rules.
- (3) The Committee:
- (a) shall control and manage the business and affairs of the Society;
 - (b) may, subject to these Rules, the Regulations and the Act, exercise all such powers and functions as may be exercised by the Society other than those powers and functions that are required by these Rules to be exercised by general meetings of the members of the Society; and
 - (c) subject to these Rules, the Regulations and the Act, has power to perform all such acts and things as appear to the Committee to be essential for the proper management of the business and affairs of the Society.
- (4) Subject to Section 23 of the Act, the Committee shall consist of:
- (a) the officers of the Society; and
 - (b) at least three and no more than five ordinary members;
- each of whom shall be elected at the annual general meeting of the Society in each year.

Office Holders

24. (1) The officers of the Society shall be:
- (a) a President;
 - (b) a Vice-President;

- (c) a Treasurer; and
 - (d) a Secretary.
- (2) The provisions of Rule 26, so far as they are applicable and with the necessary modifications, apply to and in relation to the election of persons to any of the offices mentioned in sub-clause (1).
 - (3) The offices of President and Treasurer, or President and Secretary, or Vice-President and Treasurer, or Vice-President and Secretary, or Treasurer and Secretary may be held by a single person.
 - (4) Subject to the provisions of sub-clause (3), each officer of the Society shall hold one of the offices referred to in sub-clause (1) and, in the case of a casual vacancy, the Committee may appoint one of its members to the vacant office and the member so appointed may continue in office up to the conclusion of the annual general meeting next following the date of his or her appointment.

Ordinary Members of the Committee

- 25. (1) Each ordinary member of the Committee shall, subject to these Rules, hold office until the conclusion of the annual general meeting next after the date of his or her election but is eligible for re-election.
- (3) In the event of a casual vacancy occurring in the office of an ordinary member of the Committee, the Committee may appoint a member other than a supporting member of the Society to fill the vacancy and the member so appointed shall hold office, subject to these Rules, until the conclusion of the annual general meeting next following the date of his or her appointment.

Election of Officers and Committee Members

- 26. (1) Nominations of candidates for election as officers of the Society or as ordinary members of the Committee:
 - (a) shall be limited to full members and honorary members of the Society;
 - (b) shall be made in writing, signed by two members of the Society and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and
 - (c) shall be delivered to the Secretary of the Society not less than 7 days before the date fixed for the holding of the annual general meeting.
- (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.
- (3) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.
- (4) If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held.
- (5) The ballot for the election of officers and ordinary members of the Committee shall be conducted at the annual general meeting in such usual and proper manner as the Committee may direct.
- (6) Subject to the provisions of sub-clause 24(3), a nomination of a candidate for election under this clause is not valid if that candidate has been nominated for another office for election at the same election.

Vacancies in the Committee

- 27. For the purposes of these Rules, the office of an officer of the Society or of an ordinary member of the Committee becomes vacant if the officer or member:
 - (a) ceases to be a member of the Society;
 - (b) becomes an insolvent under administration within the meaning of the Corporations Law; or
 - (c) resigns his or her office by notice in writing given to the Secretary.

Meetings of the Committee

28. (1) The Committee shall meet at least three times in each year at such place and such times as the Committee may determine.
- (2) Meetings of the Committee may be held by means of electronic communication.
- (3) Special meetings of the Committee may be convened by the President or by any four of the members of the Committee.

Notice of Committee Meetings

29. (1) Notice of each Committee meeting must be given to each member of the Committee at least two business days before the date of the meeting.
- (2) Notice shall be given to members of the Committee of any special meeting, specifying the general nature of the business to be transacted and no other business shall be transacted at such a meeting.

Quorum for Committee Meetings

30. (1) Any four (4) members of the Committee, of whom at least one must be an officer, constitute a quorum for the transaction of the business of a meeting of the Committee..
- (2) No business shall be transacted unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present the meeting shall stand adjourned to the same place, or if conducted by electronic communication then again by that method, and at the same hour of the same day in the following week unless the meeting was a special meeting in which case it lapses.
- (3) The Committee may act notwithstanding any vacancy on the Committee.

Presiding at Committee Meetings

31. (6) At meetings of the Committee:
 - (a) the President or in his or her absence the Vice-President shall preside; or
 - (b) if the President and the Vice-President are absent, such one of the remaining members of the Committee as may be chosen by the members present shall preside.

Voting at Committee Meetings

32. (1) Questions arising at a meeting of the Committee or of any sub-committee appointed by the Committee shall be determined on a show of hands or, if demanded by a member, a poll taken in such manner as the person presiding at the meeting may determine.
- (2) Each member present at a meeting of the Committee or of any sub-committee appointed by the Committee (including the person presiding at the meeting) is entitled to one vote and, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.

Removal of Member of the Committee

33. (1) The Society in general meeting may by resolution remove any member of the Committee before the expiration of his or her term of office and appoint another member in his or her stead to hold office until the expiration of the term of the first-mentioned member.
- (2) Where the member to whom a proposed resolution referred to in sub-clause (1) makes representations in writing to the Secretary or President (not exceeding a reasonable length), and requests that these be notified to the members of the Society, the Secretary or the President may send a copy of the representations to each member of the Society or, if they are not so sent, the member may require that they be read out at the meeting.

Minutes of Meetings

34. The Secretary shall keep minutes of the resolutions and proceedings of each general meeting and each Committee meeting in books provided for that purpose together with a record of the names of persons present at Committee meetings.

Funds

35. (1) The Treasurer:
- (a) shall collect and receive all moneys due to the Society and make all payments authorised by the Society; and
 - (b) shall keep correct accounts and books showing the financial affairs of the Society with full details of all receipts and expenditure connected with the activities of the Society.
- (2) The accounts and books referred to in sub-clause (1) shall be available for inspection by members.
- (3) all cheques, drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed by two members of the Committee.
- (4) all electronic payments shall be authorised by email or in writing by two members of the Committee.
- (5) The funds of the Society shall be derived from entrance fees, annual membership fees, donations, events and such other sources as the Committee determines.

Seal

36. (1) The Common Seal of the Society shall be kept in the custody of the Secretary.
- (2) The Common Seal shall not be affixed to any instrument except by the authority of the Committee and the affixing of the Common Seal shall be attested by the signatures either of two members of the Committee or of one member of the Committee and of the Public Officer of the Society.

Notices to Members

37. Except for the requirement in Rule 15, any notice that is required to be given to a member by or on behalf of the Society under these Rules, may be given by:
- (a) delivering the notice to the member personally; or
 - (b) sending it by prepaid post addressed to the member at that member's address shown in the register of members; or
 - (c) facsimile transmission or electronic transmission if the member has provided a suitable facsimile number or electronic address and which is shown in the register.

Winding Up

38. If upon the winding up or dissolution or the cancellation of the incorporation of the Society there remains after satisfying of all its debts and liabilities any property whatsoever:
- (a) such property shall not be paid to or distributed amongst the members of the Society;
 - (b) such property shall be transferred to some other institution or institutions which:
 - (i) is a registered institution or are registered institutions which can be defined as not-for-profit under relevant law then in force; and
 - (ii) has or have objects similar to the objects of the Society; and
 - (iii) whose rules prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the Society under or by virtue of these Rules; and
 - (iv) if the Society has been granted Deductible Gift Recipient status, such other institution or institution is or are also have Deductible Gift Recipient status.

- (c) the identity of such institution or institutions shall be determined:
 - (i) by the members of the Society at the time of dissolution; or
 - (ii) in the event of the members of the Society not so determining, by such Judge of the Supreme Court of Victoria as may have or acquires jurisdiction in this matter.

Custody and Inspection of Books and Records

- 39.** (1) Except as otherwise provided in these Rules, the Secretary shall keep in his or her custody or under his or her control all books, documents and securities of the Society.
- (2) All accounts, books, securities and any other relevant documents of the Society must be available for inspection free of charge by any member upon request.
- (3) A member may make a copy of any accounts, books, securities and any other relevant documents of the Society.

Schedule 1

Form of Appointment of Proxy for Meeting of the Society Convened Under Rule 10(6)

I,

(name)

of

(address)

being a member of C J Dennis Society Inc

appoint

(name of proxy holder)

of

(address of proxy holder)

being a member of the Society, as my proxy to vote on my behalf at the appeal to the general meeting of the Society convened under rule 10(6), to be held on—

(date of meeting)

and at any adjournment of that meeting.

I authorise my proxy to vote on my behalf at their discretion in respect of the following resolution: [*insert details of resolution passed under rule 10(6)*]

Signed

Date

Schedule 2

Form of Appointment of Proxy

I,
 (name)

of
 (address)

being a member of C J Dennis Society Inc

appoint
 (name of proxy holder)

of
 (address of proxy holder)

being a member of the Society, as my proxy to vote on my behalf at the *annual/*special general meeting of the Society to be held on—

(date of meeting)

and at any adjournment of that meeting.

My proxy is authorised to vote *in favour of/*against the following resolution: [*insert details of resolution*]

Signed

Date

*Delete if not applicable