

**Sandgroper Caravanners Inc.  
Minutes of General Meeting  
held at Heathcote Cultural Centre  
Tuesday 9<sup>th</sup> April 2019 at 10.30am**



**PRESIDENT TO OPEN MEETING**

The President, David Hiscock, opened the meeting at 10:35am. David welcomed all the members to the meeting and said that he hoped that everyone has had a chance to read the documentation and that we can adopt the new Model Rules and By-Laws. David said that prior to the vote on the motion to adopt (or not) the Model Rules and By-Laws we should go through any proposed amendments and or motions that members would like tabled.

David explained that Alan Parkinson had a list of Motions to correct some wording that needed to be changed prior to the vote to adopt the Model Rules and By-Laws. List attached.

David said that our Model Rules and By-Laws needed to be sent to the Department within 28 days of this General Meeting for ratification. He explained that we were adopting the Model Rules and By-Laws to replace our Constitution and that the By-Laws should not deviate too far from the Model Rules.

Ian Moore asked if we had and quorum and David replied with “yes we have 26 in attendance”.

David thanked everyone that has spent time working on our Model Rules and By-Laws over the past 3 years. He then thanked Roy Lundy and Alan Parkinson who had worked with him on the sub committee and finally finished our Model Rules and Bylaws.

Other than the motions presented by Alan Parkinson, David asked if there were any Motions from the floor.

There were none.

**ATTENDANCE AND APOLOGIES**

There were 26 members in attendance and 21 apologies with the Attendance List attached.

**NOTICE OF MOTIONS**

Alan Parkinson said that he had 12 changes that he believes needed to be made, the word Constitution shows in our Model Rules and By-Laws and the word needs to be replaced with the words, Model Rules.

The following motions are from Alan Parkinson’s list as sent through via email on Sunday 7<sup>th</sup> April 2019, ‘Motions to correct documents for Sandgroper General Meeting’, and all proposed by Alan.

The first Motion is located on the, **MODEL RULES DOCUMENTS**

**MOTION 1.**

**Notice of General Meeting**

The Motion Refers to new 'Constitution' this should be 'Model Rules' as Constitution is no longer relevant.

**Motion 1: Replace the word Constitution with Model Rules so the amended motion will read-**

**Sandgroper new Model Rules rev2.24032019**

**And**

**Sandgroper new By-Laws rev 2.24032019**

Proposed, Alan Parkinson

Seconded, Roy Lundy

Motion carried

The following Motions are located on the, **BY-LAW DOCUMENTS**

**MOTION 2.**

First page headed Association By-Laws

**Motion 2: Delete the words 'Constitution and' so that the sentence reads-**

**'These By-Laws should be read in conjunction with the Association Model Rules as adopted at the General Meeting dated 9<sup>th</sup> April 2019'.**

Proposed, Alan Parkinson

Seconded, Brian Bizzill

Motion carried

**MOTION 3.**

By-Laws for Sandgroper Caravanners Inc.

Any reference to Constitution as it is no longer relevant and should be Model Rules

**Motion 3: Delete the word Constitution in the first sentence so that statement reads,  
To be read in conjunction with the Association Model Rules**

Proposed, Alan Parkinson

Seconded, Kevin Forbes

Motion carried

**MOTION 4.**

Rule 1 Definitions

**Motion 4: Replace Constitution and replace with Model Rules in the following definitions-**

**"Family" Replace 'Constitution' with 'Model Rules'**

**"Fee" Replace 'Constitution' with 'Model Rules'**

**"Subscription" Replace 'this Constitution' with 'these Model Rules'**

Proposed, Alan Parkinson

Seconded, Glenda Olesen

Motion carried

**MOTION 5.**

Rule 6.6 Notice of Meetings

**Motion 5: Rule 6.6.1 Replace 'this Constitution' with 'these Model Rules' and after the word Newsletter add the words 'or by electronic means'**

Proposed, Alan Parkinson

Seconded, Clelia Gough

Motion carried

**MOTION 6.**

Rule 7 Annual General meeting

**Motion 6: Rule 7.3.7 Replace 'this Constitution' with 'these Model Rules'**

Proposed, Alan Parkinson

Seconded, Brian Bizzill

Motion carried

**MOTION 7.**

Rule 7. Annual General meeting, Additional Rule

Confirmation of Bank Signatories is continually being omitted from the Order of Business and to ensure it is not overlooked the following rule should be added;

**Motion 7: add Rule 7.3.9 Confirmation of Bank Signatories**

Proposed, Alan Parkinson

Seconded, Helen Bizzill

Motion carried

**MOTION 8.**

Rule 5.1.1 Shows 'The Management Committee shall be the Executives'

This is incorrect as the Management Committee is made up of the Executive Office Bearers and 5 elected Committee Members

**Motion 8: Amend Rule 5.1.1 to read-**

**5.1.1 The Executive Committee of the Association shall be the Office Bearers being the President, Vice President, Honorary Secretary and Honorary Treasurer.**

Proposed, Alan Parkinson  
Seconded, Ian Moore  
Motion carried

**MOTION 9.**

**Motion 9: Amend Rule 5.1.2 to read-  
5.1.2 The Management Committee shall consist of the Executive Committee and 5  
elected Committee Members**

Proposed, Alan Parkinson  
Seconded, Brian Bizzill  
Motion carried

The following pages are associated with the **DOCUMENTS TO BE LODGED WITH THE  
DEPARTMENT**

**MOTION 10.**

The Title page is shown as Association Constitution, Model Rules and Guidelines.

**Motion 10: Delete the word 'Constitution' so the title reads Association Model Rules  
and Guidelines**

Proposed, Alan Parkinson  
Seconded, Kevin Forbes  
Motion carried

**MOTION 11.**

Sandgroper Caravanners Inc. Introduction – By-Laws section

**Motion 11: Delete the words 'This Constitution' so that the statements will read –  
'These Model Rules should be read in conjunction with the Association's By-Laws'**

Proposed, Alan Parkinson  
Seconded, Helen Bizzill  
Motion carried

**MOTION 12.**

The footer on the Model Rules is shown with the word 'Constitution'.

**Motion 12: Delete the word 'Constitution' from the footer**

Proposed, Alan Parkinson  
Seconded, Kevin Forbes  
Motion carried

David thanked Alan for his feed back and asked if there were any other amendments or changes. There were none.

David Hiscock then put forward the following motion.

**THE MOTION:**

Pursuant to the requirements of the Associations Incorporation Act 2015 a motion is put forward to all members to adopt the:

**Sandgroper new Model Rules rev2. 24032019** and **Sandgroper new By-laws rev2. 24032019** with the proposed 'motion' amendments.

Proposed, David Hiscock

Seconded, Graham Gough

Motion carried

**GENERAL BUSINESS**

Clelia Gough asked that when she provided new members with their membership pack should she still provide them with a hard copy of our Model Rules and By-Laws. After a brief discussion it was decided that new members be provided with information on where to find our Model Rules and By-Laws on our web site and that a copy be emailed to them.

Helen Bizzill asked when our Model Rules and By-Laws would be effective. Brian Bizzill said that they were effective as of today. David agreed they would be effective this day pending ratification from The Department of Mines, Industry Regulation and Safety. said. David asked Kevin Forbes if WAACCI had any problems getting the Model Rules approved and Kevin said that WAACCI did not have any problems at all and they went through in 9 days.

Alan Parkinson said that he would like to see a Table of Contents on our Model Rules and By-Laws.

Clelia Gough asked if page numbers could also be put in.

Ronnie Adams queried **By-Law No. 3. Members attendance Requirement** and read out the rule. Ronnie said that sometimes there is no accommodation at the rally site. Ronnie said that on one occasion she had to stay at a hotel. Helen Bizzill said that when we had a rally in Lancelin, Jim and Helen could stay at their house. Helen Schell said that, we are a caravan club and if we go home we are not part of the group. Roy Lundy suggested that this rule needs further discussion and perhaps it should be discussed by the Committee at a Committee meeting.

Alan Parkinson queried **By-Law No. 17. By-Laws** and said perhaps changes to By-Laws should be put to the members. Chris Young said that this is why we have a Committee, to make such decisions. Graham Gough said that he agreed. Brian Bizzill said that if the Committee makes a decision that Members don't agree with they can always go to Special General Meeting.

Roy Lundy said that when changes are made to the By-Laws the Members need to be notified.

**CLOSURE**

David thanked everyone for their attendance and the meeting closed at 11:10am.

**SIGNED**

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President

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Secretary

.....  
Date

.....  
Date

**ATTACHMENTS**

Attendance List