

SUGARLOAF SAILING CLUB
OWN RULES - INCORPORATED ASSOCIATIONS



Cover Sheet Comparison with Rule Requirements and Model Rules

| Required Provision | Model Rule | Sugarloaf Sailing Club Constitution Reference | Comments |
|---|---------------------|---|-----------------|
| 1. The name of the incorporated association. | 1 | 1 | ✓ |
| 2. The purposes of the incorporated association. | 2 | 1 | ✓ |
| 3. The qualifications (if any) for membership of the incorporated association. | 8 | 3a) | ✓ |
| 4. The entrance fees, subscriptions and other amounts (if any) to be paid by members of the incorporated association. | 9(2) | 3b) | ✓ |
| 5. The rights, obligations and liabilities of members. | 13-15 | 3a) | ✓ |
| 6. Provisions for the resignation of a member or cessation of membership. | 16,17 | 3c) | ✓ |
| 7. The procedure (if any) for the disciplining of members and the mechanism (if any) for appearances by members in respect of disciplinary action taken against them. | 19-24 | 3d) and 11 | ✓ |
| 8. The grievance procedures for settling disputes under the rules between the incorporated association and any members | 25-29 | 3d) and 11 | ✓ |
| 9. The name, membership and powers of the committee or other body having the management of the incorporated. | 42-48,53 | 5 | ✓ |
| 9. (a) the election or appointment of members of the committee. | 49,52,53 | 4 | ✓ |
| 9. (b) the terms of office of members of the committee. | 55(1) | 4 | ✓ |
| 9. (c) the grounds on which, or reasons for which, the office of a member of the committee becomes vacant | 56 | 4 | ✓ |
| 9. (d) the filling of casual vacancies occurring within the committee. | 57 | 4 | ✓ |
| 9. (e) the quorum and procedure at meetings of the committee. | 58-67 | 5 & 6a) | ✓ |
| 10. The procedures for the appointment and removal of the secretary of the incorporated association. | 49,59,52, 55(3) | 4 | ✓ |
| 11. The custody of records, securities and other relevant documents of the incorporated association. | 47(2), 48(2), 48(3) | 4c) | ✓ |
| 12. Provisions for the custody and use of the common seal (if any) of the incorporated association. | 47(2)(b) | Not Applicable | The Club has no |

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| | | | common seal |
| 13. Provision for members to have access to, and to be able to obtain copies of, the records, securities and other relevant documents of the incorporated association. | 75(2), 75(3) | 4b) & 8c) | √ |
| 14. The preparation and retention of accurate minutes of – (see following two provisions). | | 6 | √ |
| 14. (a) general meetings of the incorporated association. | 41, 47(2) | 6 | √ |
| 14. (b) meetings of the committee or other body having the management of the incorporated association. | 66 | 6 | √ |
| 15. Provision for members to have access to, and to be able to obtain copies of, minutes of general meetings of the incorporated association, including financial statements submitted at a general meeting. | 75 | 4b) & 9 | √ |
| 16. Right of access (if any) by members to minutes of meetings of the committee, including any terms and conditions subject to which access may be granted. | 75 | 4b) | √ |
| 17. The intervals between general meetings of members of the incorporated association and the manner of calling general meetings. | 30, 33 | 6 | √ |
| 18. The quorum and procedure at general meetings and whether members are entitled to vote by proxy at general meetings. | 36, 37-41, 34 | 6 | √ |
| 19. The time within which, and the manner in which, notices of general meetings and notices of motion must be given, published or circulated. | 33 | 6 | √ |
| 20. The sources from which funds of the incorporated association are to be or may be derived. | 68 | 8 | √ |
| 21. The manner in which the funds of the incorporated association must be managed and, in particular, the mode of drawing and signing cheques on behalf of the incorporated association. | 69 esp 69(2), (3), (4) | 8 | √ |
| 22. The manner of altering and rescinding the rules of the incorporated association and of making additional rules. | 38,77 | 6 & 14 | √ |
| 23. The disposition of any surplus assets on the winding up or dissolution of the incorporated association. | 76 | 8d) & 15 | √ |