

# WOY Woy & DISTRICT WAR MEMORIAL HOSPITAL COMMITTEE

PATRON: Woy Woy & DISTRICT

"CARPE DIEM"

WAR MEMORIAL CLUB.

President:

Mr. A. R. MOSS,  
c/- Osti Productions,  
Woy Woy.

Please address all  
communications to Box 49,  
P.O., Woy Woy.

Secretary:

Mrs. L. HILLYER,  
Woy Woy Bay.

25TH MAY, 1963

Treasurer:

Mrs. M. SMITH,  
210 Blackwall Rd.,  
Woy Woy.

## CONSTITUTION

1. NAME THE NAME OF THE ORGANISATION SHALL BE  
WOY Woy & DISTRICT WAR MEMORIAL HOSPITAL COMMITTEE.
2. OBJECTS THE OBJECTS OF THIS COMMITTEE SHALL BE -  
TO RAISE MONEY TOWARDS EQUIPPING AND  
ESTABLISHING A GENERAL HOSPITAL AT Woy Woy.
3. MANAGEMENT  
THE MANAGEMENT OF THIS COMMITTEE SHALL BE VESTED  
IN A COMMITTEE CONSISTING OF A PRESIDENT, SECRETARY  
TREASURER, VICE PRESIDENT AND SEVEN (7) OTHER  
MEMBERS. THIS COMMITTEE SHALL BE CALLED THE  
EXECUTIVE COMMITTEE.  
THE OFFICE BEARERS AND OTHER MEMBERS OF THE  
EXECUTIVE COMMITTEE SHALL BE ELECTED AT THE ANNUAL  
GENERAL MEETING. ANY VACANCY MAY BE FILLED BY  
THE EXECUTIVE COMMITTEE UNTIL THE NEXT ANNUAL  
GENERAL MEETING.
4. GENERAL AUXILIARY  
THE EXECUTIVE COMMITTEE SHALL BE ABLE TO CALL FOR  
AND ESTABLISH A GENERAL AUXILIARY OR SUB COMMITTEE.  
ALL RESIDENTS IN THE LOCALITY WHO ARE INTERESTED  
IN THE FURTHERANCE OF THE PURPOSE OF THE EXECUTIVE  
COMMITTEE SHALL BE ELIGIBLE FOR MEMBERSHIP. THIS  
GENERAL AUXILIARY OR SUB COMMITTEE SHALL ELECT A  
CHAIRMAN, SECRETARY, TREASURER AND VICE CHAIRMAN AND  
IS ACTING FOR AND ON BEHALF OF AND UNDER SUPERVISION  
OF THE EXECUTIVE COMMITTEE. ANY MONEY RAISED  
BY THE GENERAL AUXILIARY OR SUB COMMITTEE SHOULD BE  
TRANSFERRED INTO THE GENERAL ACTIVITY ACCOUNT OF  
THE EXECUTIVE COMMITTEE. A ROLL OF MEMBERS SHOWING  
NAMES AND ADDRESSES AND DATES OF ACCEPTANCE SHALL  
BE KEPT.

CONSTITUTION - WOI WOI & DISTRICT WAR MEMORIAL HOSPITAL COMMITTEE

5. MEMBERSHIP FEES

THE ANNUAL FEE FOR THE MEMBERS OF THE EXECUTIVE COMMITTEE, GENERAL AUXILIARY AND SUB COMMITTEE, SHOULD BE FIVE SHILLINGS (5/-) PER ANNUM.

6. FINANCIAL YEAR

THE FINANCIAL YEAR SHALL CONCLUDE ON THE 30TH JUNE OF EACH YEAR.

7. ANNUAL GENERAL MEETING

THE ANNUAL GENERAL MEETING OF MEMBERS SHALL BE HELD DURING THE MONTH OF JUNE EACH YEAR, WHEN THE ANNUAL REPORT AND BALANCE SHEET SHALL BE PRESENTED.

8. QUORUM

AT THE GENERAL MEETING (INCLUDING ANNUAL GENERAL MEETING) A QUORUM SHALL BE TEN (10) MEMBERS AND A COMMITTEE MEETING FIVE MEMBERS (5).

9. NOTICE OF MEETING

IN ORDER THAT A GENERAL OR SPECIAL MEETING MAY BE PROPERLY CONVENED, AT LEAST SEVEN DAYS CLEAR NOTICE SHALL BE GIVEN OF THE INTENTION TO CONVENE A MEETING, TO ALL MEMBERS.

MEETINGS SHALL BE CALLED AT THE INSTIGATION OF THE PRESIDENT AND SECRETARY.

SPECIAL MEETINGS SHALL BE CALLED BY THE PRESIDENT OR SECRETARY OR AT THE WRITTEN REQUEST OF ANY OF THE OTHER TEN MEMBERS WITHIN A PERIOD OF FOURTEEN DAYS FROM THE DATE OF RECEIPT OF THE REQUEST.

10. FUNDS

FUNDS OF THE ORGANISATION SHALL BE BANKED UNDER THE NAME OF THE EXECUTIVE COMMITTEE WITH ANY TWO OF THE PRESIDENT, SECRETARY OR TREASURER AUTHORIZED TO OPERATE THEREON.

11. ACCOUNTS

ACCOUNTS SHALL BE PRESENTED AND PASSED FOR PAYMENT AT A COMMITTEE MEETING AND THE MINUTES OF SUCH APPROVALS SHALL BE INCLUDED IN THE MINUTE BOOK.

12. AUDIT

THE AUDITOR OR AUDITORS SHALL BE ELECTED AT THE ANNUAL GENERAL MEETING. THEY SHALL EXAMINE ALL ACCOUNTS, BROCHURES, RECEIPTS BOOKS ETC., AND FURNISH A REPORT THEREON AT THE ANNUAL MEETING. AUDIT SHALL BE CONDUCTED AT REGULAR INTERVALS OF TWELVE MONTHS.

CONSTITUTION - WOI WOI & DISTRICT WAR MEMORIAL HOSPITAL COMMITTEE

13. DISSOLUTION

THIS EXECUTIVE COMMITTEE SHALL BE DISSOLVED UPON THE WORD OF A THREE/FOURTHS MAJORITY OF THE MEMBERS PRESENT AT A SPECIAL MEETING CONVENED TO CONSIDER SUCH REQUEST. UPON DISSOLUTION ASSETS AND FUNDS IN HAND SHALL, AFTER PAYMENT OF ALL EXPENSES AND LIABILITIES, BE HANDED OVER TO SUCH REGISTERED OR EXEMPTED CHARITY OR CHARITIES, AS A MAJORITY OF THE MEMBERS PRESENT AT A GENERAL MEETING MIGHT DECIDE.

14. TRUSTEES

(A) THREE TRUSTEES SHALL BE ELECTED AT A PROPERLY CONSTITUTED GENERAL MEETING AND ALL REAL AND LEASEHOLD PROPERTY SHALL BE VESTED IN SUCH TRUSTEES. THE TRUSTEES SHALL BE SUBJECT AT ALL TIMES TO THE DIRECTIONS OF THE MANAGEMENT COMMITTEE IN RESPECT OF THEIR TRUSTS, AND SHALL CARRY OUT ALL SUCH DIRECTIONS, PROVIDED, THAT IN SO DOING, THE TRUSTS ARE NOT VIOLATED. IN THE LATTER EVENT THE TRUSTEES MAY REFUSE TO CARRY OUT ANY DIRECTIONS SO GIVEN.

(B) THE OFFICE OF A TRUSTEE SHALL BECOME VACANT:-

- (I) UPON HIS DECEASE.
- (II) IF HE IS DECLARED BANKRUPT OR INSANE.
- (III) UPON THE SUBMISSION OF HIS RESIGNATION IN WRITING.
- (IV) UPON A RESOLUTION BEING PASSED BY A TWO-THIRDS MAJORITY OF MEMBERS AT A PROPERLY CONSTITUTED GENERAL MEETING, TO REMOVE THE TRUSTEE FROM OFFICE.

15. AMENDMENT OF RULES

THESE RULES MAY BE AMENDED AT A GENERAL MEETING OR SPECIAL MEETING CONVENED FOR THE PURPOSE.

THIS IS TO CERTIFY THAT THE ABOVE AMENDMENT TO THE EXISTING CONSTITUTION WAS PASSED AND ADOPTED AT THE SPECIAL GENERAL MEETING HELD ON 25TH MAY, 1963.

SIGNED:

PRESIDENT.