

TROHPIQ Constitution

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Part 1 Preliminary

1 NAME

The name of the organisation shall be TROHPIQ (Towards Rural & Outback Health Professionals In Queensland), hereafter referred to as TROHPIQ.

2 OBJECTIVE AND AIMS

1.1 The objective of TROHPIQ is to increase awareness amongst Queensland university students of issues relating to: rural and remote health; career opportunities in rural and remote Australia including challenges, pathways and rewards unique to these working environments all with the view to better prepare, and increase the numbers of, future health professionals who choose to practice in rural and remote areas.

1.2 The aims of TROHPIQ are to:

1. To promote health equality in rural areas by supporting and encouraging students with a rural interest, scholarship or rural background to consider rural practice;
2. To better prepare TROHPIQ members for rural practice through the provision of skills, knowledge and experience necessary to make an informed choice about rural and remote practice, thereby increasing the likelihood of their continuing to practice rurally;
3. To provide a means of communication between TROHPIQ members, rural health practitioners and the various health authorities and organisations;
4. To represent members in all matters within the scope of TROHPIQ's purpose aims;
5. To organise activities and create opportunities that further TROHPIQ's purpose aim;
6. To further the objectives of the National Rural Health Students Network;
7. To promote rural health careers to school students, especially those of rural origin.

3 DEFINITIONS

3.1 In this Constitution:

The Act means the Incorporation Act 1981 (Qld) and Associations Incorporation Regulations 1999, unless the contrary intention appears.

Annual general meeting means a general meeting of TROHPIQ held once every calendar year in accordance with clause 23.

General meeting means the annual, or any special or ordinary general meeting of TROHPIQ.

Committee meeting means any meeting of the management committee, convened as the committee sees fit in accordance with clause 19.1.

Health-related course means a university course of study in medicine, nursing, pharmacy, dentistry or allied health as defined by the federal Department of Health eligibility for providing allied health Medicare services.

Intellectual property means all rights or goodwill subsisting in copyright, business names, names, trademarks, logos, designs, trade secrets, know-how, equipment, images (including photographs, videos or films), or services relating to TROHPIQ or any event conducted, promoted or administered by TROHPIQ, whether past, present or future.

Ordinary general meeting means a meeting of TROHPIQ members convened in accordance with clause 26.

Ordinary member means a financial member of TROHPIQ who has paid the society membership fee. *Member* has the corresponding meaning.

Ordinary resolution means a resolution passed at a general meeting by a simple majority of all members present at a meeting of TROHPIQ including online and proxies.

President means the person for the time being holding the office of or acting as the president of TROHPIQ.

Regulations means Regulations under the Act and those in accordance with this Constitution.

Rules means these rules of TROHPIQ.

RCS means the Rural Clinical School, which encompasses Clinical Training Placements in Rockhampton, Toowoomba, Hervey Bay and Bundaberg.

RUSC means Rural Undergraduate Support and Coordination.

Secretary means the person for the time being holding the office of or acting as the secretary of TROHPIQ.

Special General Meeting means a meeting of TROHPIQ convened in accordance with clause 25.

Special majority means a minimum of three quarters (75%) majority vote of all members present at a meeting of TROHPIQ including online and proxies.

Special resolution means a resolution passed by a minimum of three quarters (75%) majority vote of those members present and entitled to vote, including online and proxies.

State means the state of Queensland.

Written means communication in the form of email, facsimile or SMS unless otherwise stated.

3.2 A word or expression that is not defined in these rules, but is defined in the Incorporation Act 1981 has, if the context permits, the meaning given by the Act.

4 POWERS

4.1 TROHPIQ has the power to:

- a) Invest or otherwise deal with the moneys of TROHPIQ not immediately required upon such security and in such manner as may from time to time be determined;
- b) Borrow or raise and give security for money by the issue of any bonds, debentures, bills of exchange, promissory notes or other obligations or securities or by the mortgage or charge over all or any part of the property of TROHPIQ and to purchase, redeem or pay off such obligations and securities or any of them;
- c) Draw, make, accept, endorse, discount, execute and issue bills of exchange and other negotiable and transferable instruments including by electronic means;
- d) Employ and remove staff on a full time, part time basis, or casual basis;
- e) Produce, develop, create, license and otherwise exploit, use and protect Intellectual Property;
- f) Print and publish any material by any means TROHPIQ may think desirable for the promotion of its objects;
- g) Enter into arrangements with any government or authority that are incidental or conducive to the attainment of the objects and the exercise of powers of TROHPIQ;
- h) Take such steps in person or in writing, by public meeting or otherwise as may from time to time be deemed appropriate in meeting TROHPIQ's objects;
- i) Make charges for services and facilities provided by TROHPIQ;
- j) Take and effect insurance or seek, obtain and in its discretion act on, any professional advice necessary or appropriate;
- k) Subscribe to, become a member of, or cooperate with any other organisation whose objects are similar to those of TROHPIQ;
- l) Do all such things as are incidental or conducive to the attainment of TROHPIQ's objects.

4.2 The powers contained in clause 4.1(a) to (l) shall be vested in the Management Committee unless otherwise specified within this Constitution.

Part 2 Membership

5 CLASSES OF MEMBERS

5.1 Membership of TROHPIQ shall consist of Ordinary Members and Honorary Members.

5.2 Rights of Ordinary Members include

- a) Voting rights at all general meetings of TROHPIQ;

b) Eligibility to run and stand for positions of office.

5.3 The number of members is unlimited.

6 MEMBERSHIP

6.1 All persons enrolled at the University of Queensland in a health-related course, whether currently or deferred, are eligible to become Ordinary members of TROHPIQ.

6.2 Any person not enrolled in a health-related course at the University of Queensland but enrolled in a health-related course at another Queensland university may be made an Ordinary member.

6.3 Persons not qualifying for Ordinary membership may be eligible for Honorary membership. Honorary members shall be entitled to the same privileges as Ordinary members except that they cannot hold Management Committee positions nor vote at TROHPIQ meetings. Honorary membership shall be conferred by the Management Committee and no membership fee is payable.

7 MEMBERSHIP FEES

7.1 Membership fees shall be such a sum as members shall from time to time so determine at any general meeting, but shall not be less than two (2) dollars per member per annum.

7.2 Membership fees are payable when, and in the way, the Management Committee decides

8 ADMISSION AND REJECTION OF MEMBERS

8.1 After the Management Committee receives the application and appropriate membership fee for the application, the applicant shall be accepted as a member to the class of membership applied for, unless a member of the Management Committee proposes rejecting the application.

8.2 If a Management Committee proposes rejecting the application, the Management Committee must decide at a general meeting whether to accept or reject the application.

8.3 If a majority of the Management Committee members present at the meeting vote to accept the applicant as a member, the applicant must be accepted as a member to the class of membership applied for.

8.4 The Secretary must, as soon as practicable after the Management Committee decides to accept or reject an application, give the applicant a written notice of the decision.

9 CESSATION OF MEMBERSHIP

9.1 A person ceases to be a member of TROHPIQ if the person

- a) dies, or
- b) resigns membership, or

- c) has their membership terminated in accordance with clause 11.

10 RESIGNATION OF MEMBERSHIP

10.1 A member may resign at any time by giving written notice to the Secretary.

10.2 Such resignation in 10.1 shall take effect at the time such notice is received by the Secretary unless a later date is specified in the notice, in which case it shall take effect on that later date.

10.2 If a member of the association ceases to be a member under subclause 10.1, and in every other case where a member ceases to hold membership, an appropriate entry must be made in the register of members recording the date on which the member ceased to be a member.

11 TERMINATION OF MEMBERSHIP

11.1 The Management Committee may terminate a member's membership if the member:

- a) is convicted of an indictable offence; or
- b) does not comply with any of the provisions of these rules; or
- c) has membership fees in arrears for at least 2 months; or
- d) conducts themselves in such a way considered to be injurious or prejudicial to the character or interests of TROHPIQ.

11.2 Intention to terminate membership must be agreed upon by a two-thirds majority of a Management Committee meeting, following which the Secretary shall inform the implicated member of the intention to terminate their membership within one week of the intention being passed.

11.3 The member concerned must be given a full and fair opportunity of presenting the member's case.

11.4 If, after considering all representations made by the member, the Management Committee decides to terminate the membership, the Secretary of the committee must give the member a written notice of the decision.

12 APPEAL AGAINST REJECTION OR TERMINATION OF MEMBERSHIP

12.1 A person whose application for membership has been rejected, or whose membership has been terminated, may give the Secretary written notice of the person's intention to appeal against the decision.

12.2 A notice of intention to appeal must be given to the Secretary within 1 month after the person receives written notice of the decision.

12.3 If the Secretary receives a notice of intention to appeal, the Secretary must, within 3 months after the day of receipt, call a general meeting to decide the appeal.

12.4 At the meeting, the applicant must be given a full and fair opportunity to show why the application should not be rejected or the membership should not be terminated.

12.5 The Management Committee and the committee members who rejected the application or terminated the membership must be given an opportunity to show why the application should be rejected or the membership should be terminated.

12.6 An appeal must be decided by a vote of the members present at the meeting.

12.7 If a person whose application has been rejected does not appeal against the decision within 1 month after receiving written notice of the decision, or the person appeals but the appeal is unsuccessful, the Secretary must, as soon as practicable, refund the application fee paid by the person.

13 REGISTER OF MEMBERS

13.1 A register of members must be kept at all times, either directly by the Management Committee or by the NRHSN.

13.2 The register of members must include the particulars for each member required by the NRHSN national database, such as:

- a) The full name and residential and postal addresses of the member;
- b) The date of admission as a member;
- c) Course of study and study history of the member;
- d) Any other particulars the Management Committee or the members at a general meeting decide.

13.3 The register must be open for inspection at all reasonable times to enable appropriate functioning of TROHPIQ, subject to the Privacy Act (1988 and subsequent amendments) after application to the Secretary.

Part 3 The committee

14 MEMBERSHIP OF MANAGEMENT COMMITTEE

14.1 The Management Committee of TROHPIQ shall consist of a President, Secretary, and Treasurer, and such number of other members as the members of the Club/Society at any general meeting may from time to time elect.

14.2 When the President's term ends, they will assume the role of immediate Past President on the management committee.

14.3 At each Annual General Meeting of TROHPIQ, the members of the Management Committee must retire from office, but are eligible, on nomination, for re-election with the exception of the President as per clause 15.10.

14.4 A minimum of 50% of the Management Committee shall be UQ students

15 ELECTION OF COMMITTEE MEMBERS

15.1 Nominations of members of the Management Committee shall take place as follows

- a) Any member of TROHPIQ may nominate another member (the candidate) to serve as a member of the Management Committee;
- b) Any member of TROHPIQ may nominate themselves to serve as a member of the Management Committee;
- c) Written nominations may be submitted in a manner chosen by the Management Committee must be submitted at least 7 days prior to the AGM or SGM at which the election is to be held;
- d) Each nomination must have a nominator and a seconder at the election.

15.2 A list of the candidates' names in alphabetical order, with the names of the members who nominated each candidate, must be posted on the website for at least 7 days immediately preceding the Annual General Meeting.

15.3 Balloting lists shall be prepared containing the names of the candidates in alphabetical order by surname if required by the Management Committee.

15.4 Votes may be cast by TROHPIQ members in advance of the Annual General Meeting in a manner determined by the Management Committee, and these votes counted alongside the votes of members present at the meeting.

15.5 If, at the start of the Annual General Meeting, there are not enough candidates nominated, non-written nominations may be taken from the floor of the meeting.

15.6 Voting on nominations from the floor shall be conducted as a secret ballot.

15.7 Immediately prior to the elections for the Management Committee the Chairperson shall vacate the chair which shall be filled by the returning officer, who will be the Past President or another member as appointed by the meeting. Once elections are complete, the chair shall be resumed in accordance with section 33 of these rules.

15.8 If only one nomination has been received for any position, this candidate is elected unopposed at the meeting.

15.9 In the event of a draw between two applicants for a single position, the immediate outgoing President shall have jurisdiction in deciding the successful applicant.

15.10 The outgoing President is not eligible for a second consecutive term in office.

16 RESIGNATION OR REMOVAL FROM OFFICE OF MANAGEMENT COMMITTEE MEMBER

16.1 Any member of the committee may resign from membership of the committee at any time by giving written notice to the Secretary. Such resignations shall take effect at the time such notice is received by the Secretary unless a later date is specified in the notice, in which case it shall take effect on that later date.

16.2 Any member of the committee may be removed from office at a meeting of the committee, where the member must be given the opportunity to fully present the member's case.

16.3 The question of removal shall be determined by the vote of a two thirds majority of Executive members present at the meeting.

16.4 A member has no right of appeal against the member's removal from office under this section.

17 VACANCIES ON MANAGEMENT COMMITTEE

17.1 The continuing members of the committee may appoint another member of TROHPIQ to fill any position not filled at the Annual General Meeting, and casual vacancies, until the next Annual General Meeting.

17.2 The continuing members of the Management Committee may act despite a casual vacancy on the Management Committee.

17.3 However, if the number of committee members is less than the number fixed under these rules as a quorum of the Management Committee, the continuing members may act only to

- a) increase the number of Management Committee members to the number required for a quorum; or
- b) call a general meeting of TROHPIQ.

18 FUNCTIONS OF MANAGEMENT COMMITTEE

18.1 Subject to these rules or a resolution of TROHPIQ members carried at a general meeting, the Management Committee has

- a) the general control and management of the administration of the affairs, property and funds of TROHPIQ; and
- b) authority to interpret the meaning of these rules and any matter relating to TROHPIQ on which the rules are silent.

18.2 The Management Committee may exercise the powers of TROHPIQ to

- a) borrow, raise or secure the payment of amounts in a way TROHPIQ members decide; and
- b) secure the payment or performance of any debt, liability or other engagement incurred or to be entered into by the Club/Society in any way;
- c) invest in a way the members of TROHPIQ may from time to time decide.

19 COMMITTEE MEETINGS AND QUORUM

19.1 Subject to section 19, the Management Committee may meet and conduct its proceedings as it considers appropriate.

19.2 The committee must decide how a meeting is to be called.

19.3 Notice of a meeting is to be given in the way decided by the committee.

19.4 At a Management Committee meeting, more than one-third of the members forming the Management Committee as at the close of the last general meeting of the members form a quorum.

19.5 The Secretary and/or the nominee for the meeting must keep an accurate record of attendances and resolutions passed at all Executive meetings.

19.6 A question arising at a committee meeting is to be decided by a majority vote of committee members present at the meeting and, if the votes are equal, the Chairperson shall have the casting vote as well as a primary vote.

19.7 A Management Committee member must not vote on a question about a contract or proposed contract with TROHPIQ if the member has an interest in the contract or proposed contract, and if the member does vote the member's vote must not be counted.

19.8 The Secretary or the President, or Vice President if neither the Secretary or President is available within 15 minutes after the time fixed for a Management Committee meeting, is to preside as chairperson at the meeting.

19.9 If the Secretary, President and the Vice-President are absent from a Management Committee meeting, the members may choose 1 of their number to preside as chairperson at the meeting.

19.10 If a quorum is not present within 30 minutes after the time fixed for a Management Committee meeting, the meeting is to be adjourned to the same day, time and place in the next week or day, time and place decided by the committee who are present. If a quorum is not present within 30 minutes after the time fixed for the adjourned meeting, the meeting lapses.

20 RESOLUTIONS OF THE MANAGEMENT COMMITTEE WITHOUT MEETING

20.1 A written resolution signed by each member of the Management Committee is as valid and effectual as if it had been passed at a committee meeting that was properly called and held.

20.2 A written resolution mentioned in clause 20.1 may consist of documents each signed by 1 or more members of the committee or an email received by the Secretary from each member of the committee within the space of 7 days of the first email being received.

21 USE OF TECHNOLOGY AT COMMITTEE MEETINGS

21.1 A committee meeting may be held at 2 or more venues using any technology approved by the committee that gives each committee member a reasonable opportunity to participate.

21.2 A committee member of TROHPIQ who participates in a committee meeting using that technology is taken to be present at the meeting and, if the member votes at the meeting, is taken to have voted in person.

21.3 The committee may hold an electronic ballot (as the committee determines) to determine any issue or proposal.

22 DELEGATION OF MANAGEMENT COMMITTEE POWERS

22.1 The Management Committee may delegate the whole or part of its powers to a subcommittee consisting of TROHPIQ members considered appropriate by the committee.

22.2 The Management Committee must appoint an

- a) Executive subcommittee
- b) Nursing and allied health subcommittee
- c) Medicine subcommittee

22.3 A minimum of 50% of the Executive subcommittee shall be UQ students.

22.4 The Executive Subcommittee has the power to approve expenditure up to and including an amount agreed upon at the last general meeting.

22.5 A subcommittee may only exercise delegated powers in the way the Management Committee decides.

22.6 A subcommittee may elect a chairperson of its meetings if the chairperson is not appointed by the Management Committee.

22.7 If a chairperson is not elected, or if the chairperson is not present within 15 minutes after the time fixed for a meeting, the members present may choose 1 of their number to be chairperson of the meeting.

22.8 A subcommittee may meet and adjourn as it considers appropriate.

22.9 Quorum of each subcommittee shall be 50% or greater.

22.10 A question arising at a subcommittee meeting is to be decided by a majority vote of the members present at the meeting and, if the votes are equal, the Chairperson has the casting vote as well as a primary vote.

Part 4 General meetings

23 ANNUAL GENERAL MEETINGS

23.1 An AGM must be held at least once each calendar year.

23.2 The AGM must be held within three (3) months of the financial audit being submitted.

24 BUSINESS TO BE CONDUCTED AT ANNUAL GENERAL MEETING

24.1 The following business must be conducted at each Annual General Meeting

- a) Receiving the statement of income and expenditure, assets, liabilities in the last financial year, prepared by the Treasurer;
- b) Receiving the auditor's report on the financial affairs of TROHPIQ for the last financial year
- c) Presenting the audited financial statement to the meeting for adoption;
- d) Receiving reports from the President and Secretary
- e) Electing members of the Management Committee;

24.2 The minutes of the AGM shall be submitted to the Clubs and Societies Administration Officer within fourteen (14) days of the AGM.

25 SPECIAL GENERAL MEETING

25.1 The Secretary may only call a special general meeting by giving each member notice of the meeting within 14 days after

- a) Being directed to call the meeting by the Management Committee; or
- b) Being given a written request signed by
 - i. At least 50% of the members of TROHPIQ presently on the Management Committee; or
 - ii. At least the number of ordinary members of TROHPIQ equal to double the number of members of TROHPIQ presently on the Management Committee plus 1; or
 - iii. being given notice in writing of an intention to appeal against the decision of the Executive to reject an application for membership or to terminate the membership of any person.

25.2 A request mentioned in subsection 25.1(b)(ii) must state why the SGM is being called and the business to be transacted at the meeting.

26 NOTICE OF GENERAL MEETING

26.1 The Secretary may call a general meeting of TROHPIQ.

26.2 The Secretary must call at least one ordinary general meeting of TROHPIQ per calendar year.

26.3 The Secretary must give at least 14 days of notice of the meeting to each member.

26.4 The Management Committee may decide the way in which the notice must be given.

26.5 However, a notice of the following meetings must be given in writing

- a) a meeting called to hear and decide the appeal of a member against the rejection or termination of the member's membership by the Management Committee; or
- b) a meeting called to hear and decide a proposed special resolution of TROHPIQ

26.6 A notice of a general meeting must state the business to be conducted at the meeting.

27 QUORUM FOR GENERAL MEETING

27.1 At any AGM or SGM, the number of members required to constitute a quorum shall be 50% of the number of members presently on the Management Committee.

27.2 No business may be conducted at a general meeting unless a quorum of members is present when the meeting proceeds to business.

27.3 If a quorum is not present within 30 minutes after the time fixed for a General meeting, the meeting is to be adjourned to the same day, time and place in the next week or day, time and place decided by the members who are present. If a quorum is not present within 30 minutes after the time fixed for the adjourned meeting, the meeting lapses.

27.4 The chairperson may, with the consent of any meeting at which a quorum is present, and must if directed by the meeting, adjourn the meeting from time to time and from place to place. Only business left unfinished at the meeting from which the adjournment took place may be conducted at the adjourned meeting.

27.5 The Secretary is not required to give the members notice of an adjournment or of the business to be conducted at an adjourned meeting unless a meeting is adjourned for at least 30 days. If a meeting is adjourned for at least 30 days, notice of the adjourned meeting must be given in the same way notice is given for an original meeting.

28 PRESIDING MEMBER

28.1 The President or, in the President's absence, the Secretary, is to preside as chairperson at each general meeting of the association.

28.2 If the President and the Secretary are absent or unwilling to act, the members present must elect one of their number to preside as chairperson at the meeting.

28.3 The Past President shall preside as chairperson during the election of the management committee at an AGM or SGM as per clause 15.7.

29 ADJOURNMENT OF GENERAL MEETING

29.1 The chairperson of a general meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place, but no business is to be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

29.2 If a general meeting is adjourned for 14 days or more, the secretary must give written or oral notice of the adjourned meeting to each member of the association stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.

29.3 Except as provided in subclauses 29.1 and 29.2, notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

30 PROCEDURE AT GENERAL MEETING

30.1 The chairperson must conduct the meeting in a proper and orderly way.

30.2 Each question, matter or resolution must be decided by an absolute majority in an open vote of members present at the general meeting.

30.3 Each member present and entitled to vote is entitled to one (1) vote only and, if the votes are equal, the chairperson has a casting vote as well as a primary vote.

30.4 Voting may be by a show of hands or a division of members, unless at least one-quarter of the members present demand a secret ballot or a secret ballot is required pursuant to clause 15.6 of these rules. A secret ballot shall be presided over by the Past President, or by 2 members appointed by the chairperson to conduct the secret ballot in the way the chairperson decides if the Past President is unavailable.

30.5 Every resolution must be minuted.

30.6 The minutes of each Annual General Meeting must be signed by the chairperson of the meeting, or the chairperson of the next meeting of TROHPIQ that is a general meeting or Annual General Meeting, verifying their accuracy.

31 PROXY VOTING

31.1 A member may vote in person or by proxy in a manner as decided by the Management Committee at a committee meeting from time to time.

31.2 A proxy may be a member of TROHPIQ or another person.

31.3 On a show of hands or secret ballot, each person present who is a member or a representative of a member has one (1) vote.

32 USE OF TECHNOLOGY AT GENERAL MEETINGS

32.1 A general meeting may be held at 2 or more venues using any technology approved by the committee that gives each member a reasonable opportunity to participate.

32.2 A member of TROHPIQ who participates in a general meeting using that technology is taken to be present at the meeting and, if the member votes at the meeting, is taken to have voted in person.

33.3 TROHPIQ may hold an electronic ballot (as the committee determines) to determine any issue or proposal.

Part 5 Miscellaneous

33 BY-LAWS

33.1 The Management Committee may make, amend or repeal by-laws, not inconsistent with these rules, for the internal management of TROHPIQ.

33.2 A by-law may be set aside by a vote of members at a general meeting of TROHPIQ.

34 ALTERATION OF RULES

34.1 Subject to the Act, these rules may be amended, repealed or added to by a special resolution carried at a general meeting provided that the special resolution is passed by a three-quarters majority.

34.2 Amendments to errors in the rules will be subject to a vote by the Executive committee where the resolution will be passed upon unanimous vote. In the event of a non-unanimous vote, the Management Committee will vote on the amendments during a general meeting.

35 FUNDS AND ACCOUNTS

35.1 The funds of TROHPIQ must be kept in an account in the name of TROHPIQ in a financial institution decided by the Management Committee.

35.2 Records and accounts must be kept in the English language showing full and accurate particulars of the financial affairs of TROHPIQ.

35.3 All amounts must be deposited in the financial institution account as soon as practicable after receipt.

35.4 Cheques shall be crossed 'not negotiable'.

35.5 The Executive shall determine the amount of petty cash that shall be kept.

35.6 All expenditure must be approved or ratified at a Management Committee meeting, subject to clause 22.4.

35.7 The Treasurer must, as soon as practicable after the end of each financial year, ensure a statement containing the following particulars is prepared

- a) the income and expenditure for the financial year just ended; and
- b) TROHPIQ's assets and liabilities at the close of the year.

35.8 The accounts of the Society must be audited no more than three (3) months prior to the AGM.

35.9 An auditor must examine the statement prepared under clause 35.7 and present a report about it to the Secretary before the next AGM following the financial year for which the audit was made.

35.10 The income and property of TROHPIQ must be used solely in promoting TROHPIQ's objects and exercising TROHPIQ's powers.

35.11 The Treasurer must provide budgets and reporting documentation as required by RCS for RUSC funding.

35.12 The income and property of the association whencesoever derived shall be used and applied solely in promotion of its aims and in the exercise of its powers as set out herein and no portion thereof shall be distributed, paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to or amongst the members of the association.

36 DOCUMENTS

36.1 The Management Committee must ensure the safe custody of books, documents, instruments of title and securities of TROHPIQ.

37 DISTRIBUTION OF SURPLUS ASSETS TO ANOTHER ENTITY

37.1 This section applies if TROHPIQ

- a) Is wound-up under part 10 of the Act; and
- b) Has surplus assets.

37.2 The surplus assets must not be distributed among TROHPIQ members.

37.3 The surplus assets must be given to another entity

- a) Having objects similar to TROHPIQ's objects; and
- b) The rules of which prohibit the distribution of the entity's income and assets to its members.

37.4 In this section "surplus assets" means the assets after payment of the debts and liabilities remaining on a winding-up of an association and the costs, charges and expenses of the winding-up.

