

CONSTITUTION of the GOLD COAST AMATEUR RADIO SOCIETY INCORPORATED

Revised 27 June 2026

Associations Incorporation Act 1981
Registered on
31 AUG 2026
Delegate of the Chief Executive

A. Stephenson

1. Interpretation

1. In these rules -
Act means the Associations Incorporation Act 1981.
present -
 - a. at a management committee meeting, see rule 23(6); or
 - b. at a general meeting, see rule 34(2).
2. A word or expression that is not defined in these model rules, but is defined in the Act has, if the context permits, the meaning given by the Act.

2. Name

1. The name of the incorporated association is the, Gold Coast Amateur Radio Society Incorporated - (hereafter called the "Association")

3. Objects

1. The objects of the Association are:
 - a. the Association is not for profit;
 - b. the general association of persons interested in the promotion, operation, and advancement of Amateur Radio, electronics, and allied technical hobbies. This includes, but is not limited to, radio communications, hardware and software engineering, and modern electronic-based experimentation such as robotics, microcontrollers, and the Internet of Things (IoT);
 - c. the provision of a centre of information, instruction and advice on all matters in the field of electronics
 - d. to foster the gaining by members of amateur radio transmitting licences or other certificates or awards of proficiency, or in recognition of achievements in the field

5. Classes of Members

1. The membership of the Association shall consist of the following core classes:
 - a. Social Member (Non-Voting);
 - b. Amateur Operator (Voting);
 - c. Standard Facility User (Non-Voting);
 - d. Keyholder (Voting);
 - e. Corporate (Non-Voting);
 - f. Honorary (Non-Voting); and
 - g. Life (Voting).
2. Grandfathered Classes: Any member holding an Ordinary, Concession, Family, or Associate membership as of the adoption of these amended rules shall retain their membership class and associated voting rights (if any). These grandfathered classes are permanently closed to new applications and will have the same general rights as the Amateur Operator member class.
3. The number of honorary members shall not exceed 5% of the subscribing members - honorary membership shall last for one year, but may be renewed thereafter.
4. In Class (e) - only one Life Membership can be granted annually.
5. If a member of any class is under 18 years of age, they may not vote and are not eligible for election to Management Committee positions.
6. Repealed
7. The Management Committee may, from time to time, create, define, and remove additional classes of non-voting members as required for the operational and promotional benefit of the Association, without requiring a vote at a general meeting.
8. Where the term "ordinary member" appears elsewhere in these rules, it shall be taken to mean any member holding a class of membership that carries voting rights.
9. Special Provisions for Keyholder Class:
 - a. Approval of any application for Keyholder membership is at the absolute discretion of the Management Committee, which may impose prerequisite conditions for eligibility (such as minimum tenure) via Association By-laws.
 - b. The Management Committee reserves the right to immediately revoke Keyholder status and downgrade the member to an Amateur Operator or Standard Facility User class if the member breaches facility rules, poses a security risk, or is deemed unfit to hold unescorted access. In such cases, a pro-rata refund of the fee difference may be issued at the committee's discretion.

8. Membership Fees

1. The membership fee for each type of membership -

- a. The annual membership fee for all voting membership classes shall be determined by the Management Committee, provided that any annual increase does not exceed 5% or the Consumer Price Index (CPI), whichever is higher. Any fee increase above this threshold must be approved by the members at a general meeting.
- b. The annual membership fee for all non-voting membership classes shall be set, adjusted, or waived at the absolute discretion of the Management Committee.
- c. is payable annually on or before the anniversary of the member's joining date (the 'Anniversary Date').
- d. If membership fees remain unpaid for one (1) month following the Anniversary Date, membership ceases and the member must re-apply as per Section 6(1).
- e. If membership is unpaid past the Anniversary Date, any electronic and physical facility access shall be suspended until arrears are cleared.
- f. For all financial members active at the time of this rule's adoption, their Anniversary Date shall be permanently deemed to be January 1st to ensure no existing member loses any current paid time.
- g. The Management Committee may, by majority vote, waive the applicable annual membership fee and grant 'Keyholder' membership status to any member who currently serves on the Management Committee or holds a formally documented operational role within the Association. This fee waiver and Keyholder status shall remain valid only for the duration the member actively holds the qualifying role.

11. Appeal against Rejection or Termination of Membership

1. A person whose application for membership has been rejected, or whose membership has been terminated, may give the secretary written notice of their intention to appeal against the decision.
2. A notice of intention to appeal must be given to the secretary within 1 month after notice of the decision.
3. If the secretary receives a notice of intention to appeal, the secretary must, within 1 month after the day of receipt, call a general meeting to decide the appeal.

11A. Grievance and Dispute Resolution

1. The Association adopts the grievance and dispute resolution procedure as outlined in the Model Rules of the Associations Incorporation Act 1981, or any subsequent dispute resolution procedure mandated by the Act.
2. This procedure applies to disputes between a member and another member, a member and the management committee, or a member and the association.

12. Special General Meeting to Decide Appeal

1. The Special General meeting to decide an appeal must be held within 3 months after the secretary receives the notice of intention to appeal.
2. 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.
3. Also, the Management Committee and the members of the Management Committee who rejected the application or terminated the membership must be given a full and fair opportunity to show why the application should be rejected or the membership should be terminated.
4. An appeal must be decided by a majority vote of the members present and eligible to vote at the meeting.
5. If a person whose application for membership 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 membership fee paid by the person.

15. Appointment or Election of Secretary

1. The secretary must be an **adult** residing in Queensland, or in another State but not more than 65km from the Queensland border, who is -
 - a. a member of the association elected by the association as secretary; or
 - b. any of the following persons appointed by the management committee as secretary
 - i. a member of the association's management committee;
 - ii. another member of the association;
 - iii. another person.
2. If a vacancy happens in the office of secretary, the members of the management committee must ensure a secretary is appointed or elected for the association within 1 month after the vacancy happens.
3. If the management committee appoints a person mentioned in subrule (1) (b) (ii) as secretary, other than to fill a casual vacancy on the management committee, the person does not become a member of the management committee.
4. However, if the management committee appoints a person mentioned in sub rule (1) (b) (ii) as secretary to fill a casual vacancy on the management committee, the person becomes a member of the management committee.
5. If the management committee appoints a person mentioned in sub rule (1) (b) (iii) as secretary, the person does not become a member of the management committee.
6. In this rule- casual vacancy, on a management committee, means a vacancy that happens when an elected member of the management committee resigns, dies or otherwise stops holding office.

16. Removal of Secretary

1. The management committee of the association may at any time remove a person appointed by the committee as the secretary.
2. If the management committee removes a secretary who is a person mentioned in rule (15)(1) (b) (i), the person remains a member of the management committee.
3. If the management committee removes a secretary who is a person mentioned in rule (15)(1) (b) (ii) and who has been appointed to a casual vacancy on the management committee under rule 15(5), the person remains a member of the management committee.

19. Electing the Management Committee

1. A member of the management committee may only be elected as follows -
 - a. any 2 members of the association may nominate another member (the candidate) to serve as a member of the management committee;
 - b. the nomination must be -
 - i. in writing; and
 - ii. signed by the candidate and the members who nominated them; and
 - iii. given to the secretary at least 7 days before the annual general meeting at which the election is to be held;
 - c. each member of the association present and eligible to vote at the annual general meeting may vote for 1 candidate for each vacant position on the management committee;
 - d. if, at the start of the meeting, there are not enough candidates nominated, nominations may be taken from the floor of the meeting.
2. A person may be a candidate only if the person -
 - a. is an adult; and
 - b. is not ineligible to be elected as a member under section 61A of the Act.
3. A list of the candidates names in alphabetical order, with the names of the members who nominated each candidate, must be posted in a conspicuous place in the office or usual place of meeting of the association for at least 5 days immediately preceding the annual general meeting.
4. If required by the management committee, balloting lists must be prepared containing the names of the candidates in alphabetical order.
5. The management committee must ensure that, before a candidate is elected as a member of the management committee, the candidate is advised-
 - a. whether or not the association has public liability insurance; and
 - b. if the association has public liability insurance-the amount of the insurance.

22. Functions of Management Committee

1. Subject to these rules or a resolution of the members of the association carried at a general meeting, the management committee has the general control and management of the administration of the affairs, property and funds of the association.
2. The management committee has authority to interpret the meaning of these rules and any matter relating to the association on which the rules are silent, but any interpretation must have regard to the Act, including any regulation made under the Act.
3. The management committee may exercise the powers of the association-
 - a. to borrow, raise or secure the payment of amounts in a way the members of the association decide; and
 - b. to secure the amounts mentioned in paragraph (a) or the payment or performance of any debt, liability, contract, guarantee or other engagement incurred or to be entered into by the association in any way, including by the issue of debentures (perpetual or otherwise) charged upon the whole or part of the association's property, both present and future; and
 - c. to purchase, redeem or pay off any securities issued; and
 - d. to borrow amounts from members and pay interest on the amounts borrowed; and
 - e. to mortgage or charge the whole or part of its property; and
 - f. to issue debentures and other securities, whether outright or as security for any debt, liability or obligation of the association; and
 - g. to provide and pay off any securities issued; and
 - h. to invest in a way the members of the association may from time to time decide.
4. For sub rule (3) (d), the rate of interest must not be more than the current rate being charged for overdrawn accounts on money lent (regardless of the term of the loan) by
 - a. the financial institution for the association; or
 - b. if there is more than 1 financial institution for the association, the financial institution nominated by the management committee.

24. Quorum For, And Adjournment Of, Meetings

1. At a management committee meeting, 50% plus one of the members elected to the committee as at the close of the last general meeting of the members form a quorum.
2. If there is no quorum within 30 minutes after the time fixed for a management committee meeting called on the request of members of the committee, the meeting lapses.
3. If there is no quorum within 30 minutes after the time fixed for a management committee meeting called other than on the request of the members of the committee-
 - a. the meeting is to be adjourned for at least 1 day; and
 - b. the members of the management committee who are present are to decide the day, time and place of the adjourned meeting.
4. If, at an adjourned meeting mentioned in sub rule (3), there is no quorum within 30 minutes after the time fixed for the meeting, the meeting lapses.

25. Special Meeting of Management Committee

1. If the secretary receives a written request signed by at least 33% of the members of the management committee, the secretary must call a special meeting of the committee by giving each member of the committee notice of the meeting within 14 days after the secretary receives the request.
2. If the secretary is unable or unwilling to call the special meeting, the president must call the meeting.
3. A request for a special meeting must state-
 - a. why the special meeting is called; and
 - b. the business to be conducted at the meeting.
4. A notice of a special meeting must state-
 - a. the day, time and place of the meeting; and
 - b. the business to be conducted at the meeting.
5. A special meeting of the management committee must be held within 14 days after notice of the meeting is given to the members of the management committee.

29. Resolutions without Meeting

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.
2. A resolution mentioned in sub rule (1) may consist of several documents in like form, each signed by 1 or more members of the committee.

30. Annual General Meetings

1. Each annual general meeting must be held- (a) at least once each year; and (b) before June 30th

31. Business to Be Conducted at Annual General Meetings

The following business must be conducted at each annual general meeting of the association:

1. Formally declaring the Association's statutory Financial Reporting Tier for the reportable financial year;
2. Receiving the association's financial statement, and audit or verification report (as dictated by the statutory reporting tier), for the last reportable financial year;
3. Presenting the financial statement and audit/verification report to the meeting for adoption;
4. Presenting a Remuneration Disclosure Statement detailing any financial remuneration or benefits provided to Management Committee members, senior staff, or their relatives during the year;
5. Receiving a report on the Association's current Public Liability Insurance, explicitly stating the insurer's name and the limit of cover;
6. Confirming the Register of Members has been maintained and is available for inspection;
7. Electing members of the management committee;
8. Appointing an auditor or an accountant for the present financial year, strictly if required by the reporting tier thresholds of the Associations Incorporation Act 1981.

7. If a meeting is adjourned under sub rule (6), only the business left unfinished at the meeting from which the adjournment took place may be conducted at the adjourned meeting.
8. 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.
9. 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.

34. Procedure at General Meetings

1. A member may take part and vote in a general meeting in person, by proxy, by attorney or by using any technology that reasonably allows the member to follow and take part in discussions as they happen, and vote on any question arising from these discussions.
2. A member who participates in a meeting as mentioned in sub rule (1) is taken to be present at the meeting.
3. At each general meeting-
 - a. the president is to preside as chairperson; and
 - b. if there is no president or if the president is not present within 15 minutes after the time fixed for the meeting or is unwilling to act, the members present must elect 1 of their number to be chairperson of the meeting; and
 - c. the chairperson must conduct the meeting in a proper and orderly way.

35. Voting at General Meetings

1. At a general meeting, each question, matter or resolution, other than a special resolution, must be decided by a majority of votes of the members present.
2. Each member present and eligible to vote is entitled to 1 vote only and, if the votes are equal, the chairperson has a casting vote as well as a primary vote.
3. A member is not entitled to vote at a general meeting if the member's annual subscription is in arrears at the date of the meeting.
4. The method of voting is to be decided by the management committee.
5. However, if at least 20% of the members present demand a secret ballot, voting must be by secret ballot.
6. If a secret ballot is held, the chairperson must appoint 2 members to conduct the secret ballot in the way the chairperson decides.
7. The result of a secret ballot as declared by the chairperson is taken to be a resolution of the meeting at which the ballot was held.

37. Minutes of General Meetings

1. The secretary must ensure full and accurate minutes of all questions, matters, resolutions and other proceedings of each general meeting are entered in a minute book.
2. To ensure the accuracy of the minutes-
 - a. the minutes of each general meeting must be signed by the chairperson of the meeting, or the chairperson of the next general meeting, verifying their accuracy; and
 - b. the minutes of each annual general meeting must be signed by the chairperson of the meeting, or the chairperson of the next meeting of the association that is a general meeting or annual general meeting, verifying their accuracy.
3. If asked by a member of the association, the secretary must, within 28 days after the request is made-
 - a. make the minute book for a particular general meeting available for inspection by the member at a mutually agreed time and place; and
 - b. give the member copies of the minutes of the meeting.
4. The association may require the member to pay the reasonable costs of providing copies of the minutes.

38. By-laws

1. The management committee may make, amend or repeal by-laws, not inconsistent with these rules, for the internal management of the association.
2. A by-law may be set aside by a vote of members at a general meeting of the association.

39. Alteration of Rules

1. Subject to the Act, these rules may be amended, repealed or added to by a special resolution carried at a general meeting.
2. However an amendment, repeal or addition is valid only if it is registered by the chief executive.

40. Common Seal [Repealed]

43. Documents

1. The management committee must ensure the safe custody of books, documents, instruments of title and securities of the association.

44. Financial Year

1. The end date of the association's financial year is the 31st of December in each year.

45. Distribution of Surplus Assets to another Entity

1. This rule applies if the association-
 - a. (a) is wound-up under part 10 of the Act; and
 - b. (b) has surplus assets.
2. Where, upon the winding-up of an incorporated association, a special resolution relating to the distribution of the surplus assets of the incorporated association has been passed by its members in accordance with its rules, all surplus assets shall, subject to any trust affecting the same, be disposed of in the manner so resolved*. * Taken directly from the Act.
3. The surplus assets must be given to another entity having objects similar to the association's objects.
4. In this section - "surplus assets" has the meaning given by section 92(3)11 of the Act. 10 Part 10 (Winding-up) of the Act 11 Section 92 (Distribution of surplus assets) of the Act.