

THE CONSTITUTION OF **MANNINGHAM BICYCLE USER GROUP INCORPORATED**

As amended at the AGM, Monday 16 September 2003

1. Name

The business name of the club shall be called Manningham Bicycle User Group Incorporated.
The members of the club shall also be able to known as Manningham Cyclists.

2. Objectives

- 2.1. to promote greater and safer commuter and recreational use of the bicycle in the Manningham region.
- 2.2. to liase with local government authorities and VicRoads in relation to planning for onroad/offroad bicycle facilities in the Manningham region.
- 2.3. to liase with other bicycle groups to encourage visiting cyclists to the Manningham region.
- 2.4. to promote and encourage safe cycling habits among cyclists and responsible onroad and offroad cycling.
- 2.5. to encourage cyclists to be members of Bicycle Victoria and to assist Bicycle Victoria in achieving its objectives.
- 2.6. to organise recreational rides for Manningham Bicycle User Group Inc. members, and non members, and to map good rides in the Manningham region to assist visiting cyclists.
- 2.7. to raise funds for the above purpose

3. Committee and Officers

- 3.1. The club be managed by a General Committee comprising of
President
Vice-President
Secretary
Treasurer
Editor

plus any other position/s required at the discretion of the Committee.

- 3.2. The General Committee shall be elected at an Annual General Meeting of club members.

4. Committee's Duties

- 4.1. (a) be responsible for, and handle the club's finances, authorise expenditure and scrutinise accounts for payment.
(b) appoint sub-committees as needed.
(c) generally manage the club.
- 4.2. A record of the General Committee meetings and Club meetings shall be kept. A record of the Annual General Meeting shall be kept separately for submission by the "Public Officer" to Business Affairs as required.
- 4.3. The Treasurer is the financial agent of the Committee and shall keep a true and accurate account of all monies received and paid, together with all relevant vouchers and shall prepare an audited statement thereof, made up to 30th June for the Committee to present to the Annual General Meeting. This Statement of Income and Expenditure shall be attached to the AGM minutes.
- 4.4. All cheques, bank withdrawal forms and the like must be signed by two of the General Committee.

5. Meetings

The Annual General Meeting shall be held in August, or near month depending on circumstances.

- 5.1. At least one third of financial members shall be present to form a quorum for the Annual General Meeting and to elect office bearers and to transact any other business that may be brought before it.
- 5.2. The financial year shall end on the 30th June.
- 5.3. Financial members only, shall be eligible to vote at meetings.
- 5.4. The general meetings are to be held on the 3rd Monday of each month.

6. Membership

Membership is open to:

- 6.1. Single membership
Family membership

7. Subscriptions

Subscriptions are to be set at the Annual General Meeting or a Special General Meeting called for that purpose.

- 7.1. Annual membership fees will become due and payable to the Treasurer on 1st. July.

8. Alterations to the Constitution

An alteration to the Constitution shall not be made without:

- (a) written notice of the actual alterations intended to members fourteen days prior to meeting.
- (b) a majority vote of financial members at the Annual General Meeting or designated meeting.

9. Auditor

The Committee and Treasurer shall elect an auditor for the ensuing year.

10. Winding Up

In the event of the club disbanding, all assets of the club are to be sold and proceeds to be given to another cycling organisation or charitable organisation as chosen by the members at the final meeting.