

5<sup>th</sup>. April 2010

## CONSTITUTION

### SWAN HILL URBAN FIRE BRIGADE LADIES AUXILLARY

1. The name of the organisation shall be the "Swan Hill Urban Fire Brigade Ladies Auxillary." Hereinafter called the Auxillary.
  
2. The objects of the Auxillary shall be:
  - a) To raise funds and assistance for the financial betterment of the Swan Hill Fire Brigade.
  - b) To provide social activities for its members.
  - c) To co-operate with similar bodies throughout Victoria.
  
3.
  - a) Yearly membership fee will apply.
  - b) Membership shall be open to all persons interested in the Fire Brigade activities, nominated by an auxillary member and elected by a simple majority subject CFA checks and requirements.
  
4. Volunteer Fire Brigade Victoria Ladies Auxillary badges and name badges shall be presented to the Auxillary members who have given two years of commendable service.
  
5. The annual meeting shall be held in March each year.

6. Monthly meetings shall be held at the Fire Station on the first Monday of the month unless otherwise directed by the Auxillary. The President and Secretary shall have power to call special meetings and invite guest speakers.
7. The office bearers shall be elected at the Annual Meeting, and consist of the following: President, one vice President, Secretary, Assistant Secretary, Treasurer, Press Correspondent Catering Officer, and two Members for the men's meetings.
8. Catering Officer shall have Petty Cash amount allotted.
9. The Auditor shall be the Auditor of the Swan Hill Urban Fire Brigade.
10. Election of Office bearers ( in the event of more nominations than the number of vacancies) shall be by secret ballot, and decided by a simple majority.
11. The quorum at meetings shall be five members.
12. All monies received shall be deposited in the Auxillary Bank Account. All cheques shall be signed by any two, of the President, Secretary or Treasurer.
13. The Auxillary shall be dissolved if:
  - a) A resolution to this effect is carried by a general meeting of this Auxillary. 14 days notice of the proposed resolution having been given to all members.
  - b) A resolution to this effect is carried by a general meeting of the Swan Hill Urban Fire Brigade.
  - c) In the event of a dissolution, all assets and records shall be transferred to the Swan Hill Urban Fire Brigade.
  - d) Each member shall be entitled to one vote. In the event of an equality of voting on any question, the chairman may exercise the casting vote.
  - e) This constitution may be amended by a simple majority at a general meeting, providing 14 days notice of the proposed amendment has been given to all members.

Long Service Badges—Ladies Auxillary Requirements.

- a) A member must have attended a minimum of meetings which is an average of six per year and be financial over a twelve month period.
- b) Each member must assist in Auxillary activities during each year over a twelve month period.
- c) Any member who for personal reasons, work, sickness or other matters, may apply for leave of absence from the Auxillary, leave of absence is not counted as service.
- d) These conditions relate to additional clasps.
- e) At the discrection of the ladies Auxillary, members with commendable service, shall on approval of the Swan Hill Urban Fire Brigade, receive Life Membership. Nominations in writing from any member for final consideration to the full executive committee prior to the Swan Hill Fire Brigade Members A.G.M.

This constitution was adopted by the Auxillary at its meeting on \_\_\_\_\_

President \_\_\_\_\_

Sectetary \_\_\_\_\_

Date \_\_\_\_\_

This constitution was noted and approved at a Meeting of the Swan Hill Urban Fire Brigade on \_\_\_\_\_

Captain \_\_\_\_\_

Secretary \_\_\_\_\_

Date \_\_\_\_\_