



BYLAWS

OF

NATIONAL HISTORICAL MACHINERY ASSOCIATION INC.

ABN 12-908 216 532

COMMENCEMENT DATE
2022

These BY-LAWS are to be read in conjunction with the MODEL RULES for an INCORPORATED ASSOCIATION, *Associations Incorporation Reform Act 2012*.

Contents

NATIONAL HISTORIC MACHINERY ASSOCIATION INC.....	3
PART 1 PRELIMINARY	3
1. Name.....	3
2. Purposes.....	3
3. Financial year	3
4. Definitions.....	3
PART 2 MEMBERSHIP.....	4
1. Membership.....	4
PART 3 COMMITTEE	5
1. Office holders (Executive).....	5
2. Election of Executive	5
3. Tenure of Office	5
4. Committee	5
5. Election of the Ordinary Members of the Committee.....	6
6. Election of Committee	6
7. Committee positions.....	6
8. Nomination from floor.....	6
PART 4 BYLAWS	7
1. Bylaw authority.....	7
2. Bylaw alterations	7
3. Bylaw amendments	7
PART 5 NOTICE OF MEETINGS	7
1. Notice of Meetings.....	7
APPENDIXES	7
Appendix 1, Proxy Form	7
Appendix 2, Application for Membership	7
Appendix 3, Membership Renewal	7
Appendix 4, Request for Information	7
Appendix 5, Gift Agreement Form	7

BYLAWS

NATIONAL HISTORIC MACHINERY ASSOCIATION INC.

PART 1 PRELIMINARY

1. Name

The name of the incorporated association is “National Historical Machinery Association Incorporated”.

2. Purposes

The purposes of the Association are – The objectives shall, in the broadest terms be devoted to the assistance, development and fostering the restoration of old and antique machinery and associated undertakings within the Commonwealth of Australia.

3. Financial year

The financial year of the Association is each period of 12 months ending on 31st December.

4. Definitions

In these bylaws –

Act means the Associations Incorporation Reform Act 2012

Bylaw means a rule adopted by an organisation in order to regulate its own affairs.
(Common Law)

Association means National Historical Machinery Association Incorporated

Committee means the committee of management of the Association.

Member means member of the Association.

Membership year commences 1st July to 30th June.

Rule refers to Model Rules for an Incorporated Association.

PART 2 MEMBERSHIP

1. Membership.

- a. A Member must be a club (incorporated or unincorporated) whose primary objective meets our purposes. A club who applies and is approved for membership as provided in these rules is eligible to be a member of the Association on payment of the entrance fee and annual subscription payable under these rules.
- b. Any club whose membership has lapsed must submit a new written application.
- c. An application of a club for membership of the Association must:
 - i. Be made in writing on the form set out in Appendix 1; and
 - ii. Be lodged with the Secretary of the Association.
- d. As soon as practicable after the receipt of the application, the Secretary must notify committee members of the application.
- e. If no objections are submitted by committee members within 14 days, the application is deemed to be approved. If any committee member objects the application must be presented at the next committee meeting where the committee must determine whether to approve or reject the application.
- f. If the committee approves the application for membership, the Secretary must, as soon as practicable:
 - i. Notify the applicant in writing of the approval for membership; and
 - ii. Request payment within 28 days after receipt of the notification of the sum payable under these rules as the entrance fee and the first year's annual subscription.
- g. The Secretary must, within 28 days after receipt of the amounts referred to in sub-rule f(ii), enter the applicants name in the register of members.
- h. An applicant for membership becomes a member and is entitled to exercise the rights of membership when the name of the club is entered in the register of members.
- i. If the committee rejects an application, the committee must as soon as practicable, notify the applicant in writing that the application has been rejected.
- j. A right, privilege, or obligation of a club by reason of membership:
 - i. is not capable of being transferred to another club; and
 - ii. terminates upon the cessation of membership by resignation or otherwise.
- k. The entrance fee is the relevant amount set out in Appendix 4.
- l. The annual subscription is the relevant amount set out in Appendix 4 and is payable in advance on or before 1 July in each year. *The annual subscription for shall be such an amount as the committee may determine*

to be appropriate and is payable in advance on or before the 1st of July each year. Rule 12.

- m. A Member of the Association who has paid all moneys due and payable by a member of the Association may resign from the Association by giving one months' notice in writing to the Secretary of the Clubs intention to resign. After the expiry of the months' notice, the member ceases to be a member and; the Secretary must record in the register of members the date on which the member ceased to be a member.

PART 3 COMMITTEE

Subject to Model Rule Part 5, Division 2, Composition of committee and duties of members.

1. Office holders (Executive)

- a. Office holders of the Association, the executive shall be: -
 - i. A President.
 - ii. A Vice-President.
 - iii. A Treasurer.
 - iv. A Secretary.
 - v. An assistant to the Secretary, if required by the Secretary, to be answerable to the Secretary.

2. Election of Executive

The provisions of Bylaws Part 4 and Model Rules 51 to 54 so far as they are applicable and with the necessary modifications, apply to and in relation to, the election of persons to any of the offices referred to in Bylaws Part 3 (1).

Elections for the Executive Committee are staggered so that two positions are elected at each AGM and those elected will serve for two years. To achieve this, the Executive Committee elections at the 2022 AGM will be for President and Treasurer for a 3 year term, then reverting to two years from 2025, and Vice President and Secretary for a two year term until 2024.

3. Tenure of Office

Each officer of the Association, who when elected will hold a two year election butce with the executive and ordinary members alternate years, shall hold office until the Annual General Meeting 2 years after the date of his or her election, but is eligible for re-election (Should be read in conjunction with Bylaws Part 4.)

4. Committee

- a. The Committee shall comprise of up to 19 members-
 - i. The five executive officers of the Association.
 - ii. State representatives, being up to two ordinary members from each state or territory provided the ordinary member permanently resides in that state or territory; and the chairman of any specialist sub committee endorsed by a general meeting

5. Election of the Ordinary Members of the Committee

- a. Elections for the state representatives to the NHMA committee are staggered so that six representatives (one from each state) are elected at each AGM from 2025 onwards. Two achieve this, six state representatives (one from each state) elected at the 2023 AGM will serve for three years and six will serve for two years. In order to determine which representatives will serve for what term, the successful candidates, once elected at the 2023 AGM, will draw lots.
- b. In the event of a casual vacancy occurring in the office of an ordinary member the committee may appoint a member of the Association to fill the vacancy, and the member appointed shall hold office until the conclusion of the annual general meeting next following the date of the appointment.

6. Election of Committee

- a. Nominations – Subject to Model Rules Division 3, Rule 51 to 54.
- b. The Secretary must call for nominations for election as a Committee member not less than three months prior to the date of the appropriate Annual General Meeting. All members must be notified of the call for nominations.
- c. Nominations of candidates for elections as officers of the Association or as ordinary members of the committee must be
 - i. Made in writing, signed by the Secretary of a member club of the Association and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and
 - ii. Delivered to the Secretary of the Association not less than 14 days before the date of fixed for the holding of the Annual General Meeting.

7. Committee positions

- a. A Candidate may only be nominated for one office, or as an ordinary member of the committee, prior the annual general meeting. If the number of nominations equals the number of vacancies the persons shall be deemed to be elected. If the number of nominations exceed the number of vacancies a ballot must be held.
- b. The ballot must be conducted at the annual general meeting in such manner as the committee may direct.

8. Nomination from floor

- a. If insufficient nominations are received to fill all vacancies on the committee, the candidates nominated shall be deemed to be elected, and further nominations may be received from the floor once all vacancies are filled, no further nominations will be accepted.

PART 4 BYLAWS

1. Bylaw authority

- a. Subject to Model Rules, Part 5, Rule 42, Committee Role and Powers, these Bylaws have been prepared for the management of the Association.

2. Bylaw alterations

- a. These Rules may be altered by written notice to the committee lodged with a committee member.

3. Bylaw amendments

- a. The committee may by resolution amend or otherwise change these Bylaws for the better management of the Association.

PART 5 NOTICE OF MEETINGS

1. Notice of Meetings

Notice of Annual, General and Special meetings will be notified by notice. Special meeting of the committee may be convened by the President or by any 4 members of the committee.

APPENDIXES

Appendix 1, Proxy Form

Appendix 2, Application for Membership

Appendix 3, Membership Renewal

Appendix 4, Request for Information

Appendix 5, Gift Agreement Form