

STATUTORY RULES
1983

ASSOCIATIONS INCORPORATION (MODEL RULES) REGULATIONS
1983

The rules set forth in the schedule to these regulations are prescribed, pursuant to section 16 of the Act, as model rules for an association.

NORTH WEST SUPPORT SERVICES INC

PURPOSES AND OBJECTS

To assist people who meet the criteria for Commonwealth and State Government funded assistance to:

- Find a home of their choice.
- Learn and maintain the skills needed to live in the home of their choice.
- Ensure attention to any support, personal development and life enrichment needs.
- Ensure advocacy in any life areas where representation and protection might be required.

THE SCHEDULE

MODEL RULES FOR AN ASSOCIATION

Name of Association

1. The name of the association shall be North West Support Services Inc. (in these rules called "the Association").
2.
 - (1) In these rules unless the contrary intention appears
 - "the board" means the board of management of the Association.
 - "general meeting" means a general meeting of members convened in accordance with Rule 13.
 - "ordinary board members" means a member of the board to whom paragraph (b) of sub rule (1) of rule 23 relates.
 - (2) In these rules, expressions referring to writing shall, unless the contrary intention appears, be construed as including references to printing, lithography, photography, and other modes of representing or reproducing words in a visible form.
 - (3) Words or expressions contained in these rules shall be interpreted in accordance with the provisions of the Acts Interpretation Act 1931 and the Act as in force on the date on which these rules are adopted by the Association.

Association's Office

3. The office of the Association shall be at 19 Quiggin Street, Wynyard or such other place as the board may, from time to time, determine.

Objects and Purposes of the Association

4.
 - (1) In addition to the basic objects of the Association, the objects and purposes of the Association shall be deemed to include-
 - (a) the purchase, taking on lease or in exchange, and the hiring or otherwise acquiring of any real or personal property that may be deemed necessary or convenient for any of the objects or purposes of the Association.
 - (b) the buying, selling, and supplying of, and dealing in, goods of all kinds.

- (c) the construction, maintenance, and alteration of buildings or works necessary or convenient for any of the objects or purposes of the Association.
- (d) the accepting of any gift, whether subject to a special trust or not, for any one or more of the objects or purposes of the Association.
- (e) the taking of such steps from time to time as the board or the members in general meeting may deem expedient for the purpose of procuring contributions to the funds of the Association, whether by way of donations, subscriptions, or otherwise.
- (f) the printing and publishing of such newspapers, periodicals, books leaflets or other documents as the board or the members in general meeting may think desirable for the promotion of the objects and purposes of the association.
- (g) the borrowing and raising of money in such manner and on such terms as the board may think fit or as may be approved or directed by resolution passed at a general meeting.
- (h) subject to the provisions of the Trustee Act 1898, the investment of any moneys of the Association not immediately required for any of its objects or purposes in such manner as the board may from time to time determine.
- (i) the making of gifts, subscriptions, or donations to any of the funds, authorities, or institutions to which paragraph (a) of subsection (1) of section 78 of the Income Tax and Social Services Contribution Assessment Act 1936-1964 of the Commonwealth relates.
- (j) the establishment and support, or aiding in the establishment and support, of associations, institutions, funds, trusts, schemes, and conveniences calculated to benefit servants or past servants of the association and their dependants, and the granting of pensions, allowances, or other benefits to servants or past servants of the Associations and their dependants, and the making of payments to wards insurance in relation to any of those purposes.
- (k) the establishment and support, for aiding in the establishment or support, of any other association formed for any of the basic objects of the Association.
- (l) the purchase or acquisition, and undertaking, of all or any part of the property, assets, liabilities, and engagements of any Association with which the Association may at any time become

amalgamated in accordance with the provisions of the Act and the rules of the Association and

- (m) the doing of all such other lawful things as are incidental or conducive to the attainment of the basic objects of the Association or of any of the objects and purposes specified in the foregoing provisions of this sub-rule.
- (2) In this rule, "basic objects of the Association" means the objects and purposes of the Association, as stated in the application under subsection (2) of section 7 of the Act for the incorporation of the Association lodged with the Registrar pursuant to that section.

Membership of Association

5.

- (1) A person who is nominated and approved for membership as provided in these rules is eligible to be a member of the Association on payment of the annual subscription subscribed in, or fixed under, these rules.
- (2) A person who is not a member of the Association at the time of the incorporation of the Association shall not be admitted to membership -
 - (a) unless he/she is nominated as provided in sub-rule (3) of this rule; and
 - (b) his/her admission as a member is approved by the board.
- (3) A nomination of a person for membership of the Association -
 - (a) shall be made in writing, signed by two members of the Association
 - (b) shall be accompanied by the written consent of the person nominated (which may be endorsed on the form of nomination)
 - (c) shall be lodged with the public officer of the Association.
- (4) As soon as is practicable after the receipt of a nomination, the public officer shall refer the nomination to the board.
- (5) Upon a nomination being approved by the board, the public officer shall, with as little delay as possible, notify the nominee, in writing, that he/she has been approved for membership of the Association and, upon receipt of the sum payable by or on behalf of the nominee as his/her first year's

subscription, shall enter the nominees name in a register of members to be kept by the public officer, whereupon the nominee becomes a member of the Association.

- (6) A member of the Association may, at any time, resign from the Association by delivering or sending by post to the public officer a written notice of resignation.
- (7) Upon receipt of a notice under sub-rule (6) of this rule, the public officer shall remove the name of the member by whom the notice was given from the register of members, whereupon that member ceases to be a member of the Association.
- (8) A right, privilege, or obligation or a person by virtue of his/her membership of the Association -
 - (a) is not capable of being transferred or transmitted to another person
 - (b) terminates upon the cessation of his/her membership, whether by death, resignation or otherwise.
- (9) In the event of the Association being wound up -
 - (a) every member of the Association and
 - (b) every person who, within the period of twelve months immediately preceding the commencement of the winding up, was a member of the Association, is liable to contribute to the assets of the Association for payment of the debts or liabilities of the Association and for the costs, charges, and expenses of the winding up and for the adjustment of the rights of the contributories among themselves such sum, not exceeding one dollar as may be required, but a former member is not liable so to contribute in respect of any debt or liability of the Association contracted after he/she ceased to be a member.

Income and Property of the Association

6.

- (1) The income and property of the Association, however derived, shall be applied solely towards the promotion of the objects and purposes of the Association and no portion thereof shall be paid or transferred, directly or indirectly, by dividend, bonus, or otherwise, to any member of the Association.
- (2) The Association shall not -

- (a) appoint a person who is a member of the board to any office in the gift of the Association to the holder of which there is payable any remuneration by way of salary, fees or allowances or
 - (b) pay to any such person any remuneration or other benefit in money or moneys worth (other than the repayment of out of pocket expenses)
- (3) Nothing in the foregoing provisions of this rule prevents the payment in good faith to a servant or member of the Association of -
- (a) remuneration in return for services actually rendered to the Association by the servant or member or for goods supplied to the Association by the servant or member in the ordinary course of business
 - (b) interest at a rate not exceeding seven and one-quarter per cent on moneys lent to the Association by the servant or member or
 - (c) a reasonable and proper sum by way of rent for premises let to the Association by the servant or member.

Accounts of receipts, expenditure, etc.

7.

- (1) True accounts shall be kept -
 - (a) of all sums of money received and expended by the Association and the matter in respect of which the receipt or expenditure takes place; and
 - (b) of the property, credits, and liabilities of the Association, and subject to any reasonable restrictions as to time and manner of inspecting them that may be imposed by the Association for the time being, those accounts shall be open to the inspection of the members of the Association.
- (2) The Treasurer of the Association shall faithfully keep all general records, accounting books, and records of receipts and expenditure connected with the operations and business of the Association in such form and manner as the board may direct.

- (3) The accounts, books, and records referred to in sub-rules (1) and (2) of this rule shall be kept at the Association's office or at such other places as the board may decide.

Banking and Finance

8.

- (1) The Treasurer of the Association shall, on behalf of the Association, receive all monies paid to the Association and forthwith after the receipt thereof issue official receipts therefore.
- (2) The board shall cause to be opened with such bank as the board selects a banking account in the name of the Association into which all monies received shall be paid by the Treasurer as soon as possible after receipt thereof.
- (3) The board may receive from the Association's bank or bankers for the time being the cheques drawn by the Association on any of its accounts with the bank or bankers and may release and indemnify the bank or bankers from and against all claims, actions, suits, or demands that may be brought against the bank or bankers arising directly or indirectly out of these cheques for the surrender thereof to the Association.
- (4) Except with the authority of the board, no payment of a sum exceeding fifty dollars shall be made from the funds of the Association otherwise than by cheque drawn on the Association's bank account, but the board may provide the Treasurer with a sum to meet urgent expenditure, subject to the observance of such conditions in relation to the use and expenditure thereof as the board may impose.
- (5) No cheques shall be drawn on the Association's bank account except for the payment of expenditure that has been or will be authorised by the board.
- (6) All cheques, drafts, bills of exchange, promissory notes, and other negotiable instruments shall be signed by either two designated board members or one of the designated board members and the designated Manager or Supervisor as determined by the Board.

Auditor

9.
 - (1) At each annual general meeting of the Association, the members present shall appoint a person as the Auditor of the Association.
 - (2) A person so appointed shall hold office until the annual general meeting next after that at which he or she is appointed, and is eligible for re-appointment.
 - (3) The first Auditor of the Association may be appointed by the board before the first annual general meeting, and, if so appointed, shall hold office until the first annual general meeting, unless previously removed by a resolution of the members at a general meeting, in which case the members at that meeting may appoint an auditor to act until the first annual general meeting.
 - (4) If an appointment is not made at an annual general meeting the board shall appoint an auditor of the association for the then current financial year of the association.
 - (5) Except as provided in sub-rule (3) of this rule, the auditor may only be removed from office by special resolution.
 - (6) If a casual vacancy occurs in the office of Auditor during the course of a financial year of the Association, the board may appoint a person as the Auditor and the person so appointed shall hold office until the next succeeding annual general meeting.

Audit of Accounts

10.
 - (1) At least in each financial year of the association, the accounts of the Association shall be examined by the Auditor.
 - (2) The Auditor shall certify as to the correctness of the accounts of the Association and shall report thereon to the members present at the annual general meeting.
 - (3) In his/her report, and in certifying to the accounts, the auditor shall state
 - (a) whether he or she has obtained the information required by him/her;
 - (b) whether in his/her opinion, the accounts are properly drawn up so as to exhibit a true and correct view of the financial position of the

Association according to the information at his/her disposal and the explanations given to him/her as shown by the books of the Association; and

- (c) whether the rules relating to the administration of the funds of the Association have been observed.
- (4) The public officer of the Association shall cause to be delivered to the Auditor a list of all the accounts, books and records of the Association.
- (5) The auditor
 - (a) has a right of access to the accounts, books, records, vouchers, and documents of the Association;
 - (b) may require from the servants of the Association such information and explanations as may be necessary for the performance of his/her duties as auditor;
 - (c) may employ persons to assist him/her in investigating the accounts of the Association; and
 - (d) may, in relation to the accounts of the association, examine any member of the board or any servant of the Association.

Annual General Meeting

11.

- (1) The association shall, in each year, hold an annual general meeting.
- (2) The annual general meeting shall be held on such day (being no later than three months after the close of the financial year of the Association) as the board may determine.
- (3) The annual general meeting shall be in addition to any other general meetings that may be held in the same year.
- (4) The annual general meeting shall be specified as such in the notice convening it.
- (5) The ordinary business of the annual general meeting shall be –
 - (a) to confirm the minutes of the last preceding annual general meeting and of any general meeting held since that meeting;

- (b) to receive from the board, auditor, and servants of the Association reports upon the transactions of the Association during the last preceding financial year;
 - (c) to elect the officers of the Association and the ordinary board members;
 - (d) to appoint the Auditor and determine his/her remuneration; and
 - (e) to determine the remuneration of servants of the Association.
- (6) The annual general meeting may transact special business of which notice is given in accordance with these rules.
- (7) All meetings other than the annual general meeting shall be called special general meetings.

Special General Meetings

12.

- (1) The board may, whenever it thinks fit, convene a special general meeting of the Association.
- (2) The board shall, on the requisition in writing of not less than ten members, convene a special general meeting of the association.
- (3) A requisition for a special general meeting shall state the objects of the meeting and shall be signed by the requisitionists and deposited at the office of the Association and may consist of several documents in the like form, each signed by one or more of the requisitionists.
- (4) If the board does not cause a special general meeting to be held within twenty-one days from the date on which a requisition therefore is deposited at the office of the Association, the requisitionists, or any of them, may convene the meeting, but any meeting so convened shall not be held after three months from the date of the deposit of the requisition.
- (5) A special general meeting convened by the requisitionists in pursuance of these rules shall be convened in the same manner as nearly as possible as that in which those meetings are convened by the board, and all reasonable expenses incurred in convening the meeting shall be refunded by the Association to the persons incurring them.

Notice of General Meetings

13. The public officer of the Association shall, at least fourteen days before the date fixed for holding a general meeting of the Association, cause to be inserted in at least one newspaper published in this State an advertisement specifying the place, day, and time for the holding of the meeting, and the nature of the business to be transacted thereat.

Business and quorum at general meetings

- 14.
- (1) All business that is transacted at special general meetings and all business that is transacted at the annual general meeting, with the exception of that specially referred to in these rules as being the ordinary business of the annual general meeting, shall be deemed to be special business.
 - (2) No item of business shall be transacted at a general meeting unless a quorum of members entitled under these rules to vote is present during the time when the meeting is considering that item.
 - (3) Six members personally present (being members entitled under these rules to vote thereat) constitute a quorum for the transaction of the business of a general meeting.
 - (4) If within one hour after the appointment time for the commencement of a general meeting a quorum is not present, the meeting, if convened upon the requisition of members, shall be dissolved; and in any other case it shall stand adjourned to another agreed day, place and time, and if at the adjourned meeting a quorum is not present within one hour after the time appointed for the commencement of the meeting, the meeting shall be dissolved.

President to preside at general meetings

- 15.
- (1) The President, or in his/her absence, the Senior Vice-President, or in the absence of both the President and the Senior Vice-President, the other Vice-President shall preside as chairperson at every general meeting of the Association.
 - (2) If the President and both Vice-Presidents are absent from a general meeting, the members present shall elect one of their number to preside as chairperson thereat.

Adjournment of general meetings

- 16.
- (1) The chairperson of a general meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
 - (2) Where a meeting is adjourned for fourteen days or more, the like notice of the adjourned meeting shall be given as in the case of the original meeting.
 - (3) Except as provided in the foregoing provisions of this rule, it is not necessary to give any notice of an Adjournment or of the business to be transacted at an adjourned meeting.

Determination of questions arising at general meetings

17. A question arising at a general meeting of the Association shall be determined on a show of hands and unless before or on the declaration of the result of the show of hands a poll is demanded, a declaration by the Chairperson that a resolution has, on a show of hands, been carried, or carried unanimously, or carried by a particular majority, or lost, and an entry to that effect in the minute book of the Association is evidence of the fact, without proof of the number or proportion of the votes recorded in favour of, or against, that resolution.

Votes

- 18.
- (1) Upon any question arising at a general meeting of the Association, a member has one vote only.
 - (2) All votes shall be given personally.
 - (3) In the case of an equality of voting on a question the chairman of the meeting is entitled to exercise a second or casting vote.

Taking of Poll

19. If at a meeting a poll on any question is demanded it shall be taken at that meeting in such manner as the chairperson may direct and the result of the poll shall be deemed to be the resolution of the meeting on that question.

Poll Taken

20. A poll that is demanded on the election of a chairperson, or on a question of Adjournment, shall be taken forth with and a poll that is demanded on any other question shall be taken at such time before the close of meeting as the chairperson may direct.

Affairs of Association to be managed by a board

- 21.
- (1) The affairs of the Association shall be managed by a board of management constituted as provided in rule 23.
 - (2) The board -
 - (a) Shall control and manage the business and affairs of the Association;
 - (b) may, subject to these rules, exercise all such powers and functions as may be exercised by the Association, other than those powers and functions that are required by these rules to be exercised by general meetings of members of the Association.
 - (c) subject to the Act and these rules, has power to perform all such acts and things as appear to the board to be essential to the proper management of the business and affairs of the Association.

Officers of the Association

- 22.
- (1) The officers of the Association shall be -
 - (a) a President
 - (b) 2 Vice-Presidents
 - (c) a Treasurer
 - (d) a Secretary
 - (2) One of the Vice-Presidents shall be known as the Senior Vice-President.
 - (3) The provisions of sub-rules (2), (3), and (4) of rule 24, so far as they are applicable and with the necessary modifications, apply to and in relation to the election of persons to any officers mentioned in sub-rule (1) of this rule.

- (4) Each officer of the Association shall hold office until the annual general meeting next after the date of his/her election but is eligible for re-election.
- (5) In the event of a casual vacancy in any office mentioned in sub-rule (1) of this rule, the board may appoint one of its members to the vacant office, and the member so appointed may continue in office up to and including the conclusion of the annual general meeting next following the date of his/her appointment.

Constitution of the board

23.

- (1) The board shall consist of -
 - (a) the officers of the Association; and
 - (b) Six other members, all of whom shall be elected at the annual general meeting of the Association in each year.
- (2) Each ordinary board person shall, subject to these rules, hold office until the annual general meeting next after the date of his/her election, but is eligible for re-election.
- (3) In the event of a casual vacancy occurring in the office of ordinary board members, the board may appoint a member of the Association to fill the vacancy, and the member so appointed shall hold office, subject to these rules until the conclusion of the annual general meeting next following the date of his/her appointment.

Election of numbers of board

24.

- (1) Nominations of candidates for election as officers of the Association or as ordinary board members -
 - (a) shall be made in writing signed by two members of the Association and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination).
 - (b) shall be delivered to the public officer of the Association at least ten days before the date fixed for the holding of the annual general meeting.

- (2) If insufficient nominations are received to fill all vacancies on the board the candidates nominated shall be deemed to be elected and further nominations shall be received at the annual general meeting.
- (3) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.
- (4) If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held.
- (5) The ballot for the election of officers and ordinary board members shall be conducted at the annual general meeting in such usual and proper manner as the board may direct.

Vacation of Office

25. For the purposes of these rules, the office of an officer of the Association or of any ordinary board member becomes vacant if the officer or board member -
 - (a) dies
 - (b) becomes bankrupt or applies to take or takes advantage of any law relating to bankrupt or insolvent debtors or compounds with his/her creditors, or makes any assignment of his/her estate for their benefit
 - (c) becomes of unsound mind
 - (d) resigns his/her office by writing under his/her hand addressed to the board
 - (e) ceases to be a resident in the state
 - (f) fails, without leave granted by the board, to attend three consecutive meetings of the board
 - (g) ceases to be a member of the Association
 - (h) fails to pay all arrears of subscription due by him/her within fourteen days after he/she has received a notice in writing signed by the public officer stating that he/she has ceased to be a financial member of the Association

Meetings of the Board and of Sub-Boards

26.

- (1) The board shall meet at least once in every month unless the board agrees to defer a meeting. At least ten (10) meetings must occur within the board's 12 month term. Meetings will occur at such place and at such times as the board may determine:-
 - (a) To confirm the minutes of the last Special General Meeting as defined in Rule 12. and any requisitioned Special General Meetings.
 - (b) To receive from officers of the Association reports upon transactions of the Association since the last Special General Meeting
- (2) Special meetings of the board may be convened by the president or any four of its members.
- (3) Notice shall be given to members of the board of any special meeting, specifying the general nature of the business to be transacted, and no other business shall be transacted at such a meeting.
- (4) Any six members of the board constitute a quorum for the transaction of the business of a meeting of the board.
- (5) No business shall be transacted unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned to another agreed day, place and time unless the meeting was a special meeting, in which case it lapses.
- (6) At meetings of the board -
 - (a) the President, or in his/her absence the senior Vice-President, or in the absence of both the President and the Senior Vice-President, the other Vice-President or
 - (b) If the President and the two Vice-Presidents are absent, such one of the remaining members of the board as may be chosen by the members present shall preside
- (7) Questions arising at meetings of the board or of any sub-board appointed by the board shall be determined on a show of hands or, if demanded by a member, by a poll taken in such manner as the person presiding at the meeting may determine.

- (8) Each member present at a meeting of the board or of any sub-board appointed by the board (including the person presiding at the meeting) is entitled to one vote and, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.
- (9) Written notice of each board meeting shall be served on each member of the board by delivering it to him/her at a reasonable time before the meeting or by sending it by post in a pre-paid letter addressed to him/her at his/her usual or last known place of abode in time to reach him/her in due course of post before the date of the meeting.

Disclosure of interest in Contracts

27.

- (1) A member of the board who is interested in any contract or arrangement made or proposed to be made with the Association shall disclose his/her interest at the first meeting of the board at which the contract or arrangement is first taken into consideration, if his/her interest then exists, or, in any other case, at the first meeting of the board after the acquisition of his/her interest.
- (2) If a member of the board becomes interested in a contract or arrangement after it is made or entered into he/she shall disclose his/her interest at the first meeting of the board after he/she becomes so interested.
- (3) No member of the board shall vote as a member of the board in respect of any contract or arrangement in which he/she is interested and if he/she does so vote his/her vote shall not be counted.

Sub-boards and Executive Board

28.

- (1) The board may at any time appoint a sub-board from the board as it may think fit and shall prescribe the powers and functions thereof.
- (2) The board may co-opt as members of a sub-board such persons as it thinks fit, whether or not those persons are members of the Association, but a person so co-opted is not entitled to vote.
- (3) Three appointed members of a sub-board constitute a quorum at a meeting of the sub-board.
- (4) The public officer of the Association is responsible for calling meetings of a sub-board.
- (5) Written notice of each sub-board meeting shall be served on each member of the sub-board by delivering it to him/her at a reasonable time before the

meeting or by sending it by post in a pre-paid letter addressed to him/her at his /her usual last known place of abode in time to reach him/her in due course of post before the date of the meeting.

- (6) The President, the Vice-Presidents, the Treasurer, and the Secretary constitute an executive board, which may issue instructions to the public officer and the servants of the Association in matters of urgency connected with the management of the affairs of the Association during the intervals between meetings of the board and where any such instructions are issued shall report thereon to the next meeting of the board.

Annual Subscription

29.

- (1) Until otherwise fixed pursuant to sub-rule (2) of this rule the annual subscription payable by members shall be a sum of one dollar.
- (2) The amount of the annual general subscription may be altered from time to time by the members by special resolution.
- (3) The annual subscription of a member is due and payable on or before the first day of the financial year of the Association.

Financial Year

30. The financial year of the association is the period beginning on July 1st in each year and ending on the 30th of June next following.

Notices

31. A notice may be served by or on behalf of the Association upon any member either personally or by sending it through the post in a prepaid letter addressed to the member at his/her usual or last known place of abode.

Expulsion of Members

32.

- (1) Subject to this rule, the board may expel a member from the Association if, in the opinion of the board the member has been guilty of conduct detrimental to the interests of the Association.
- (2) The expulsion of a member pursuant to sub-rule (1) of this rule does not take effect -
- (a) until the expiration of fourteen days after the service on the member of a notice under sub-rule (3) of this rule or

- (b) if the member exercises his/her right of appeal under this rule, until the conclusion of the special general meeting convened to hear the appeal, whichever is the later date.
- (3) Where the board expels a member from the Association, the public officer of the Association shall, without undue delay, cause to be served on the member a notice in writing -
 - (a) stating that the board has expelled the member
 - (b) specifying the grounds for the expulsion
 - (c) informing the member that if he/she so desires he/she may, within fourteen days after the service of the notice on him/her, appeal against the expulsion as provided in this rule.
- (4) The member on whom a notice under sub-rule (3) of this rule is served may appeal against the expulsion to a special general meeting by delivering or sending by post to the public officer of the Association within fourteen days after the service of that notice, a requisition in writing demanding the convening of such a meeting for the purpose of hearing his/her appeal.
- (5) Upon receipt of a requisition under sub-rule (3) of this rule, the public officer shall forthwith notify the board of its receipt and the board shall thereupon cause a special general meeting of members to be held within twenty-one days after that date on which the requisition is received by the public officer.
- (6) At a special general meeting convened for the purpose of this rule -
 - (a) no business other than the question of the expulsion shall be transacted;
 - (b) the board may place before the meeting details of the grounds of the expulsion and the board's reasons for the expulsion;
 - (c) the expelled member shall be given an opportunity to be heard; and
 - (d) the members present shall vote by secret ballot on the question whether the expulsions should be lifted or confirmed.
- (7) If at the special general meeting a majority of the members present vote in favour of the lifting of the expulsion, the expulsions shall be deemed to

have been lifted and the expelled member is entitled to continue his/her membership of the Association.

- (8) If at the special general meeting the majority of the members present vote in favour of the confirmation of the expulsion, the expulsion takes affect, and the expelled member ceases to be a member of the Association.

Disputes

- 33.
 - (1) Subject to this rule, a dispute between a member of the Association, in his/her capacity as a member, and the Association shall be determined by arbitration in accordance with the provisions of the Arbitration Act 1892.
 - (2) Nothing in this rule effects the operation or effect of rule 32.
- 34. If upon winding up or dissolution of the North West Support Services Inc there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the North West Support Services Inc but shall be given or transferred to some other institution having similar objectives to the North West Support Services Inc and which is a fund, authority or institution referred to in paragraph 78(1)(a) of the Income Tax Assessment Act 1936.

Seal of the Association

- 35.
 - (1) The seal of the Association shall be in the form of a rubber stamp, inscribed with the name of the Association encircling the word "seal".
 - (2) The seal of the Association shall not be affixed to any instrument except by the authority of the board, and the affixing thereof shall be attested by the signatures either of two members of the board or of one member of the board and of the public officer of the Association or such other person as the board may appoint for that purpose, and that attestation is sufficient for all purposes that the seal was affixed by authority of the board.
 - (3) The seal shall remain in the custody of the public officer.
