

Constitution of the Falcon GT Club of South Australia Inc.

Effective 21/10/2025



1. CLUB NAME

- (1) The name of the Falcon GT Club of South Australia is the “Falcon GT Club of South Australia Inc.” Referred to herein as the “Falcon GT Club of South Australia”.

2. DEFINITIONS

- (1) In these rules unless the contrary intention appears; Rules means the Constitution of the Falcon GT Club of South Australia.
- (2) **Committee** means the honorary Committee of Management of the Falcon GT Club of South Australia;
- (3) **Meeting** means a general meeting of members of the Falcon GT Club of South Australia convened in accordance with these rules;
- (4) **Member** means a member of the Falcon GT Club of South Australia;
- (5) **Act** means the Associations Incorporation Act, 1985;
- (6) **Special Resolution** means a special resolution as defined in the Act.

3. OBJECTIVES AND PURPOSE

- (1) To perpetuate the history, restoration, and preservation of the Falcon GT, and to promote its significance within Australian motoring history and culture.
- (2) To promote inclusive and family-friendly social and motoring events for all financial members, ensuring all benefits, subsidies, and event-related funding are administered fairly and transparently.
- (3) To conduct regular meetings as determined by the Committee, no fewer than four (4) times per calendar year, and to ensure that all members are given reasonable opportunity to contribute to the governance of the Club.
- (4) To maintain an accurate and updated register of members and a corresponding vehicle register which includes members’ Falcon GT vehicles and Associate Vehicles, verified as part of Club events eligibility.
- (5) To produce and distribute newsletters, bulletins or publications Social Media Club Pages available to all financial members, and where appropriate, to associated Clubs or interested public parties, with updates on club affairs, upcoming events, and national initiatives.
- (6) To take any action consistent with Sections 22 and 31 to increase awareness, knowledge, and membership of the Falcon GT Club of South Australia Inc., provided such action does not financially benefit individual members beyond what is explicitly outlined in this Constitution.

- (7) To appoint stewards, advisors, or sub-committees to assist with Club operations, provided all decisions and expenditures comply with Sections 21 and 30.
- (8) To recognise and abide by the resolutions and regulations set by the National Association of Falcon GT Clubs (NAFGTC), including participation in national concourse events held nationally with every 10 years The Falcon GT Club of South Australia Inc being the Host Club.

4. POWERS

- (1) The Falcon GT Club of SA will have all the powers conferred by Section 24 of the Act.

5. MEMBERSHIP

- (1) All membership applications for the Falcon GT Club of South Australia shall be made in writing, on the prescribed form, signed by the applicant and shall be in such form as the Committee shall prescribe from time to time. All members must submit completed club membership form annually.
- (2) Upon the acceptance of the application by the Committee and upon payment of the first annual subscription the applicant shall be a member of the Falcon GT Club of South Australia.
- (3) It shall be the responsibility of each Member to notify the Secretary of any change of address or personal details.
- (4) There shall be four forms of membership. They are;
 - a) **Full Membership:** Full Membership shall be available to a person & their spouse/partner who are the owners of a genuine Falcon GT or Genuine South African Fairmont GT. A Full Member shall on application for membership, confirm details as required by the Club that show that the vehicle is genuine and must have a genuine ID plate. Extenuating circumstances may be considered by the Committee. Full members of more than 5 years, who currently do not possess a genuine Falcon GT, may be granted Full Membership status for a further period of 5 Years, after which time this may be reviewed by the Committee.
 - b) **Joint Membership** Joint Membership shall be available for the partner of a financial Member, which will entitle them to the same privileges and voting rights as their partner.
 - c) **Life Membership:** Life Membership awarded to members as per Section 8. (3).
 - d) **Associate Membership:** Associate Membership shall be available to all enthusiasts of the Falcon GT who are owners of a Ford vehicle. They need not

be the owner of a Falcon GT. An Associate Member will not have voting rights. An Associate Member may apply to the Committee in writing for Full Membership after a period of 5 years continuous membership. Full membership will automatically be rescinded upon lapse of continuous membership. Associate Membership shall be limited to no more than 25% of total club membership. Associate Membership applications will only be accepted subject to availability at the time of application & based on merit.

- (5) Full/Joint/Life Membership will share the same rights and club privileges. References to Full Member in this constitution include these three forms of membership.

6. TEMPORARY MEMBERS

- (1) Any person may be admitted as a Temporary Member of the Falcon GT Club of South Australia upon authorisation of the Committee for a period not exceeding fourteen days.
- (2) Such Temporary Member shall have no voting power and such membership may be cancelled at any time by the Committee.

7. HONORARY MEMBERS

- (1) Honorary Membership may be awarded to any person who has provided sustained meritorious service to the Falcon GT Club of South Australia upon the recommendation of the Committee subject to the approval of the Members of the Falcon GT Club of South Australia as decided by an open vote at any general meeting.
- (2) Such membership shall have no voting power and shall remain in place for an open period of time unless the Committee recommends cancellation of such membership which will be decided by Club Members by an open vote at any general meeting.

8. LIFE MEMBERS

- (1) Any person who has completed 15 years Full membership at the time of nomination and is in good standing who has served on the Committee for a period of no less than 5 years and rendered the Falcon GT Club of South Australia meritorious service, or a Full Member who has completed 15 years at the time of nomination who has provided a minimum of 12 years of continuous outstanding service and contribution to the Falcon GT Club of South Australia without serving on the Committee, may be nominated for consideration for Life Membership at any Annual General Meeting.
- (2) Nominations will only be considered if such nomination/s are received in writing by the current Committee of the Falcon GT Club of SA prior to close of nominations, which shall be during the General Business section of the last General Meeting of a financial year. A nomination shall be proposed by a Full Member and Seconded by

at least one other Full Member. The written Nomination/s shall include proof the Nominee meets the necessary criteria and a brief history that will support the Nominees submission for Life Membership.

- (3) No more than 5% of total current full membership at the time of nomination shall be Life Members, and no more than one new Life Member shall be accepted in any one financial year. If more than one nomination is received, a secret ballot may be held at the Annual General Meeting to decide the successful nomination. Acceptance of the successfully nominated Life Member will be subject to a secret ballot and voting is strictly limited to current financial (as at the 30th June of that year) Full Members, Joint Full Members and Life Members of the Falcon GT Club of South Australia Inc. present at the Annual General Meeting.
- (4) In order for the Life Membership to be accepted by the Club, a minimum of 75% of votes in favour of such nomination shall grant Life Membership to the Nominee. Counting of votes shall be conducted by the current Club President (or current Committee Member) and a current Life Member.
- (5) The Nominated Life Member, the Nominator or the Secunder of the Nominee shall not be permitted to take part in the counting of the votes. Life members, so elected, shall have full financial membership privileges granted to them.
- (6) Once elected to Life Membership, that Membership shall remain indefinite subject only to Clause 11 of the Constitution of the Falcon GT Club of South Australia Incorporated. A Life Member can surrender their Life Membership at any time.

9. SUBSCRIPTIONS

- (1) The subscription fees for each class of membership shall be such sum as the Members shall determine from time to time at an Annual General meeting.
- (2) All membership renewals are due at the 30th June each year, and must be paid within 30 days of the Annual General Meeting to remain continuous. Members who allow their membership to lapse will no longer receive correspondence post 30th June.
- (3) The Annual General Meeting is to be held no later than 30th July of each year.

10. RESIGNATION

- (1) A Member may resign from membership of the Falcon GT Club of South Australia by giving written notice thereof to the Secretary of the Falcon GT Club of South Australia.
- (2) Any Member so resigning shall be liable for any outstanding subscriptions, which shall be recovered as a debt due to the Falcon GT Club of South Australia.
- (3) Upon cessation of membership, there shall be no claim upon the Falcon GT Club of South Australia for any of the Club's property or assets.

11. THE COMMITTEE

- (1) The affairs of the Falcon GT Club of South Australia shall be managed and controlled exclusively by a Committee, which in addition to any powers and authorities conferred by these rules, may exercise all such powers and do all such things as are within the objectives of the Falcon GT Club of South Australia, and are not by these rules required to be done by the Falcon GT Club of South Australia in general meeting.
- (2) The Committee shall have the power to appoint such officers and employees as are required to carry out the objectives of the Falcon GT Club of South Australia, and may discuss or delegate any of its powers to such officers and employees.
- (3) The Committee shall be comprised of a President, up to two Vice-Presidents, Secretary and Treasurer.
- (4) Full members only are eligible for Committee positions. Nominees for Club President must have held Full membership for a minimum of two full years prior to nominating. Nominees for other Committee positions should have held Full membership for a minimum of two full years prior to nominating.
- (5) The Committee may appoint a neutral person to fill a casual vacancy, and such a Committee Member shall hold office until the next annual general meeting or special general meeting of the Falcon GT Club of South Australia and shall be eligible for re-election.
- (6) If more than one nomination occurs for a given position then that position is to be voted on.
- (7) Notice of all persons seeking election to the Committee shall be given to all Members of the Falcon GT Club of South Australia with the notice calling the meeting at which the election is to take place.
- (8) All nominees be proposed and seconded by unrelated Full financial Members on the nomination form prior to the closing date of nominations. If only the required number of persons are nominated to fill the existing vacancies, the Chairperson shall declare such persons duly elected as Committee Members
- (9) A person elected to the position as President may hold office for not more than three (3) consecutive terms and shall not seek re-election for a fourth consecutive term. In the event that a President is not elected to fill the vacancy, a Vice President shall hold and maintain the office of President until the position is filled.
- (10) The Committee may appoint any person(s) who is/are NOT a Member of the Falcon GT Club of South Australia for any special purpose deemed necessary.

12. DUTIES OF OFFICERS

- (1) The **President** shall act as Committee Chairperson and control the direction, through the Falcon GT Club of South Australia's and Member's requirements of the Falcon GT Club of South Australia. The President will hold the deciding vote if a decision is divided. The President will represent the Falcon GT Club of South Australia or nominate person/s as required at Falcon GT Club of South Australia outings.
- (2) The **Vice Presidents** will assist the President, and when necessary, take on the President's responsibility.
- (3) The **Secretary** shall assist in the collection of subscriptions and all other moneys due or payable to the Falcon GT Club of South Australia, and hand same to the Treasurer within 14 days of receipt thereof. The Secretary shall convene all meetings. The Secretary shall record the minutes of all properly convened meetings (which minutes shall be submitted to the next meeting for confirmation). The Secretary shall keep a complete list of the Members, together with their addresses and conduct the correspondence of the Falcon GT Club of South Australia. The Secretary shall act under the supervision and direction of the Committee and shall prepare a report of the previous year's transactions for presentation at the Annual General Meeting.
- (4) The **Treasurer** shall collect all subscriptions and other moneys due or payable to the Falcon GT Club of South Australia.
 - a) The Treasurer shall immediately give an official receipt thereof, and within 14 days pay the money into such bank or banks or building societies as may be decided by the Committee and in the name and to the credit of the Falcon GT Club of South Australia.
 - b) The Treasurer shall keep a complete list of Members and their addresses, and shall also keep a record of the amount of subscriptions due by each member from time to time, showing also the date of subsequent payment.
 - c) The Treasurer shall keep correct account books showing the on-going financial affairs of the Falcon GT Club of South Australia, and shall submit same to the Committee when required, and shall prepare and submit to the Annual General Meeting a financial statement.
 - d) At each general meeting, the Treasurer shall report the Club's financial position, also stating the income received and the payments made since the preceding general meeting.

13. FINANCIAL YEAR

- (1) The financial year of the Falcon GT Club of South Australia shall be the period commencing on the 1st of July, and thereafter a period of 12 months ending on the 30th of June in each year.

14. DISQUALIFICATION OF COMMITTEE MEMBERS

- (1) The office of Committee Member shall become vacant if a Committee Member is;
 - a) expelled by the Club;
 - b) permanently incapacitated by ill health;
 - c) absent without apology from more than three consecutive Committee meetings, or more than four(4) Committee meetings in a financial year;

15. PROCEEDINGS OF COMMITTEE

- (1) The Committee shall convene a Meeting for the dispatch of business at least four times a year.
- (2) Questions arising at any meeting shall be decided by a majority of votes, and in the event of equality of votes the Chairperson shall have a casting vote in addition to a deliberating vote
- (3) A quorum for a meeting of the Committee shall be three Members.
- (4) A member of the Committee having a pecuniary interest in a contract with the Falcon GT Club of South Australia must disclose that interest to the Committee as required by the Act, and shall not vote with respect to that issue.

16. RULES

- (1) Subject to approval by resolution of the Members of the Falcon GT Club of South Australia, these rules may be altered (including an alteration to name), or be rescinded and replaced by substituted rules at a properly convened Special General meeting or the Annual General Meeting.
- (2) Any variation to the Rules must be submitted in writing to the Club during the General Business section of the general meeting prior to the Special General Meeting or the Annual General Meeting. Any such written submission/s shall contain the proposed Rule change and reasons for such change or changes.
- (3) These rules shall bind every member to the same extent as if they had respectively signed and sealed them, and agreed to be bound by all of the provisions thereof. On acceptance by the Falcon GT Club of South Australia of a Membership application, new Members will be entitled to a copy of the Constitution of the Falcon GT Club of South Australia.

17. MEETINGS

- (1) At least seven days' notice of any general meeting shall be given to Members. The notice shall set out where and when the meeting will be held, and particulars of the nature and order of the business to be transacted at the meeting. In the case of an Annual General Meeting, the order of business at the meeting shall be the consideration of the accounts and reports of the Committee and the auditors, the appointment of auditors and Committee Members (if required), and any other business requiring consideration in general meeting.
- (2) A notice may be given by the Falcon GT Club of South Australia to any member by serving the Member with the notice personally, or by sending it by post to the address appearing in the register of Members.
- (3) Where notice is sent by post or email, service of the notice shall be deemed to be effected if it is properly addressed and sent to the Member either by ordinary prepaid mail, or to the email address provided on their membership form.
- (4) Notice of meeting at which a Special Resolution is to be proposed shall be given at least 21 days prior to the date of the meeting.
- (5) The Committee may call a Special General Meeting and shall call an Annual General Meeting of the Falcon GT Club of South Australia giving not less than 21 days notice.
- (6) Upon a request in writing of not less than ten Full members of the Falcon GT Club of South Australia, the Committee shall within one month of the receipt of the request, convene a Special General Meeting for the purpose specified in the request.
- (7) Every request for a Special General Meeting shall be signed by the Members making the same and shall state the purpose of the meeting
- (8) If a Special General Meeting is not convened within one month as required by sub-rule (3) the requisitioners may convene a special meeting. Such a meeting shall be convened in the same manner as a meeting convened by the Committee, and for this purpose the Committee shall ensure that the requisitioners are supplied free of charge with particulars of the members entitled to receive a notice of meeting. The reasonable expenses of convening and conducting such a meeting shall be borne by the Falcon GT Club of South Australia.
- (9) All correspondence to be on time. No late acceptances will be recognised for any reason whatsoever.
- (10) Amendments to the constitution can only be made at an Annual General Meeting or a Special General Meeting.

18. PROCEEDINGS AT MEETINGS

- (1) Seven Full Members present personally or by proxy shall constitute a quorum at any meeting
- (2) If within thirty minutes after the time appointed for the meeting a quorum of members is not present, a meeting convened upon the requisition of Members shall lapse. In any other case, the meeting shall stand adjourned to the same day in the next week, at the same time and place, and if at such adjourned meeting a quorum is not present within 30 minutes of the time appointed for the meeting, the Members present shall form a quorum.
- (3) The Chairperson of the Committee, or if there shall be no Chairperson the vice Chairperson of the Committee or in their absence, or on their declining to take, or retiring from the chair, one of the Committee Members chosen by the meeting, shall preside as Chairperson at every general meeting of the Falcon GT Club of South Australia.
- (4) If there is no such Chairperson or Vice-Chairperson present within ten minutes after the time appointed for holding the meeting, the Members present may choose one of their number to be Chairperson.
- (5) The Chairperson may, with the consent of any Meeting at which a quorum is present, and shall if so directed by the meeting, adjourn from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- (6) When a meeting is adjourned for 30 days or more, notice of the adjourned meeting shall be given as if that meeting were an original meeting of Members.
- (7) At any general meeting, items of business requiring a decision to be made on an outcome shall be deemed to have adequate discussion when a motion confirming the outcome is moved and seconded by two(2) Members at the meeting and carried by a majority vote of all Members present.
- (8) A declaration shall be made by the Chairperson of the meeting that a resolution has been carried or lost, unless a poll is demanded by conclusive evidence of the fact, without proof of the number or proportion of the votes recorded in favour of, or against, the resolution.
- (9) If a poll is demanded by the Chairperson of the meeting or by three(3) or more Members present personally or by proxy, it shall be taken in such a manner as the Chairperson directs. The result of such poll shall be the resolution of the meeting, except that in the case of a Special Resolution a majority of not less than three(3) quarters of the Members who being entitled to do so, vote personally or by proxy at the meeting is required.

- (10) A poll demanded on the election of a Chairperson of a meeting or on any question of an adjournment shall be taken at the meeting and without adjournment.

19. MINUTES

- (1) Proper minutes of all proceedings of meetings of the Falcon GT Club of South Australia and of meetings of the Committee, shall be entered within one month after the relevant meeting in the monthly newsletter issued to all financial Members.
- (2) The minutes kept pursuant to this rule shall be deemed true and correct signified by such a motion being moved and seconded at the next general meeting.
- (3) Where minutes entered are moved and seconded they shall unless the contrary is proved, be evidence that the meeting was convened and duly held, that all proceedings held at the meeting shall be deemed to have been duly held, and that all appointments made at a meeting shall be deemed to be valid.

20. VOTING RIGHTS

- (1) Only Full Members, who are financial, shall have the right to vote in annual elections or on any other matter which involves Falcon GT Club of South Australia policy or direction.

21. FUNDS AND ACCOUNTS

- (1) The funds of the Club shall be banked in the name of the Club in such bank as the committee may from time to time direct.
- (2) Proper books and accounts shall be kept and maintained showing correctly the financial affairs of the Club and the particulars usually shown in books of a like nature
- (3) All monies shall be banked as soon as practicable after receipt thereof.
- (4) All expenditure for goods and services by the Club under the value of \$500.00 must be by electronic transfer and signed/approved by a single authorised member of the committee authorised to do so.
- (5) All accounts and expenditure for goods and services by the Club over the value of \$500.00 must be approved by two (2) committee members prior to payment.
- (6) All invoices/receipts are to be submitted to the treasurer. Where possible all expenditure must be by electronic banking.
- (7) The Club shall operate separate bank accounts as is deemed necessary

- (8) Any proposal to allocate, transfer, or expend any funds from any Account, the following shall apply:
 - a) Any such expenditure must receive unanimous approval of the current serving committee prior to any disbursement of funds.
 - b) These decisions must then be presented for ratification at the next available Falcon GT Club of SA Inc. meeting.
- (9) Club funds will be used at nominated events at discretion of the committee for the benefit of the financial members promoting the GT Club of South Australia as stated in Section 3(2).
- (10) Any member/members found to be knowingly benefiting from misapplication of Club funds, or facilitating such benefits for others, shall be subject to disciplinary action including suspension or expulsion under the Club's disciplinary procedures.

22. WINDING UP

- (1) The Falcon GT Club of South Australia may be wound up in accordance with the Act, or by Special Resolution, upon the majority vote of not less than three quarters of all Full Members of the Falcon GT Club of SA, by voting either in person or by proxy at a Special General Meeting convened to consider such question.

23. APPLICATION OF SURPLUS ASSETS

- (1) In the event of the Falcon GT Club of South Australia being dissolved, the amounts which remain after such dissolution and satisfaction of debts and liabilities shall be transferred to any other organisation with similar objectives and which is free from income tax or to a charitable organisation which is approved by the Commissioner of Taxation as a public benevolent institution for the purposes of any Commonwealth Taxation Act.

24. CONDITIONAL REGISTRATION

- (1) The Falcon GT Club of South Australia will abide by the requirements for vehicles in South Australia operating under a system of Conditional Registration.
 - a) Incorporated in Section 25 of the Motor Vehicles Act as amended in 1991, the scheme came into operation in February 1992 and allows prescribed vehicles more than twenty-five years old to be operated with minimal registration fee for a period not to exceed ninety days in one registration year.

- b) To qualify a vehicle must comply with the requirements of the Road Traffic Act, be more than twenty-five years old and the owner must be, and remain, a financial member of a The Falcon GT Club of South Australia.

(2) Fees will be as determined by the Committee and charged annually per vehicle.

Refer to: Federation of Historic Motorsport Clubs of SA Inc Code of Practice
<https://fhmcsa.org.au/7/club-registration-&-log-books>

25. ACCESS TO COPIES OF THE CONSTITUTION

- (1) The Falcon GT Club of South Australia Inc current constitution will be available to all members via the club website.
- (2) Alternatively, members may, upon request, receive a copy from the club as requested.

26. DONATIONS TO APPROVED CHARITIES

- (1) Charitable Donation Objectives
 - a) The Falcon GT Club of SA Inc may donate funds to charitable organisations consistent with the Club's Objectives as stated in Section 3 and in harmony with fundraising activities outlined in Section 32.
 - b) All donations must align with the spirit of community support, motorsport-related causes, or other reputable charitable purposes as resolved by the Committee.
- (2) Committee Approval and Governance
 - a) No donation shall be made without prior approval by the Committee via a formal motion passed by a simple majority vote.
 - b) A written submission must be tabled at a Committee Meeting detailing:
 - i) the name of the charity
 - ii) their registration or incorporated status (if applicable),
 - iii) the proposed donation amount.
 - iv) the justification for the donation, and
 - v) whether the donation is a result of a fundraising drive governed by Section 32.
 - c) The amount of any individual or cumulative donations in a financial year shall be limited to no more than 25% of the Annual Surplus Amount, as advised by the Treasurer in the Annual Financial Report tabled at the Annual General Meeting.
 - d) The Committee must ensure that the proposed donation does not compromise

the Club's financial sustainability, future event commitments, or core obligations.

(3) Source of Donation Funds

- a) All charitable donations shall be transparently recorded in the Club's financial accounts.
- b) The Treasurer shall present a summary of all donations in the Annual Financial Report delivered at the AGM.
- c) A receipt or acknowledgment must be obtained from the recipient charity and retained for Club records.
- d) A receipt or acknowledgment must be obtained from the recipient charity and retained for Club records.

(4) Financial Recording and Reporting

- a) All charitable donations shall be transparently recorded in the Club's financial accounts.
- b) The Treasurer shall present a summary of all donations in the Annual Financial Report delivered at the AGM.
- c) A receipt or acknowledgment must be obtained from the recipient charity and retained for Club records.

(5) Public Acknowledgement and Communication

- a) Charitable donations made by the Club may be acknowledged publicly, including on Club newsletters, social media, or public events.
- b) The Club may also request formal recognition from the recipient charity where appropriate.

(6) Misuse or Conflict of Interest

- a) No Committee Member or General Member may propose or support a donation to a charity with which they have a financial, personal, or direct governance relationship, unless a full disclosure has been made and a conflict of interest declared in accordance with the Club's governance policies.
- b) Breaches of this provision shall be referred to the Committee for action under Section 28 – Disciplinary Action.

27. GT NATIONALS CLUB DELEGATES

(1) Prior to each GT Nationals, two suitable Club Delegates shall be chosen and approved by the Committee to represent the Club:

- a) These Delegates shall be financial members, ideally recognised Falcon GT National Judges, and must act in the best interests of the Club;
- b) Club funding shall be provided solely for attendance at the official pre-event

Delegates Meeting;

- c) Delegates are expected to attend the Nationals Event at their own expense and attend the post-Nationals Delegates Meeting;
- d) Delegates must provide timely updates and official information to the Club both before and after the event;
- e) Should a Delegate become unavailable, a present and willing Club member attending the Nationals may be appointed as an acting Club Representative by Committee approval.

28. DISCIPLINARY ACTION

- (1) The Falcon GT Club of South Australia Committee may take disciplinary action against a member in accordance with this clause if it is determined that the member:
 - a) has failed to comply with these Rules; or
 - b) refuses to support the purposes of the Association; or
 - c) has engaged in conduct prejudicial to the Association
- (2) If the Committee is satisfied that there are sufficient grounds for taking disciplinary action against a member, the Committee must appoint a disciplinary subcommittee to hear the matter and determine what action, if any, to take against the member.
- (3) Subject to subrule (3), the Committee may appoint any person to a disciplinary subcommittee.
- (4) A person must not be appointed to a disciplinary subcommittee if the person is biased in favour of or against the member concerned.
- (5) Before disciplinary action is taken against a member, the Secretary must give written notice to the member:
 - a) stating that the Association proposes to take disciplinary action against the member; and
 - b) stating the grounds for the proposed disciplinary action; and
 - c) specifying the date, place and time of the meeting at which the disciplinary subcommittee intends to consider the disciplinary action (the disciplinary meeting); and
 - d) advising the member that the member may do one or both of the following:
 - i) attend the disciplinary meeting and address the disciplinary subcommittee at that meeting;
 - ii) give a written statement to the disciplinary subcommittee at any time before the disciplinary meeting; and
 - iii) setting out the member's appeal rights under subrule (11)

- (6) The notice must be given no earlier than 28 days, and no later than 14 days, before the disciplinary meeting is held.
- (7) At the disciplinary meeting, the disciplinary subcommittee must:
 - a) give the member an opportunity to be heard; and
 - b) consider any written statement submitted by the member.
- (8) After complying with subrule (7), the disciplinary subcommittee may:
 - a) take no further action against the member; or
 - b) subject to subrule (9)
 - i) reprimand the member; or
 - ii) suspend the membership rights of the member for a specified period; or
 - iii) expel the member from the Association
- (9) The disciplinary subcommittee may not fine the member.
- (10) The suspension of membership rights or the expulsion of a member by the disciplinary subcommittee under subrule (8) takes effect immediately after the vote is passed.
- (11) A person whose membership rights have been suspended or who has been expelled from the Association under this subrule (8) may give notice to the effect that the person wishes to appeal against the suspension or expulsion.
- (12) The notice must be in writing and given:
 - a) to the disciplinary subcommittee immediately after the vote to suspend or expel the person is taken; or
 - b) to the Secretary not later than 7 days after the vote.
- (13) If a person has given notice under subrule (12), the Committee must appoint at least 3 persons to an appeal subcommittee to consider the appeal.
- (14) Subject to subrule (15), the Committee may appoint any person to an appeal subcommittee.
- (15) A person must not be appointed to an appeal subcommittee if the person:
 - a) was appointed to the disciplinary subcommittee to hear and determine the matter of the member concerned; or
 - b) has a personal interest in the dispute; or
 - c) is biased in favour of or against the member concerned.
- (16) The committee must convene a meeting of the appeal subcommittee (the *disciplinary appeal meeting*) as soon as practicable and no later than 21 days after the notice of the appeal is received.

- (17) Notice of the disciplinary appeal meeting must be given to each member of the appeal subcommittee and the member concerned as soon as practicable and must:
- a) specify the date, time and place of the meeting; and
 - b) state:
 - i) the name of the person against whom the disciplinary action has been taken; and
 - ii) the grounds for taking that action; and
 - iii) that at the disciplinary appeal meeting the appeal subcommittee members present must vote on whether the decision to suspend or expel the person should be upheld or revoked.
- (18) At a disciplinary appeal meeting:
- a) no business other than the question of the appeal may be conducted; and
 - b) the appeal subcommittee must state the grounds for suspending or expelling the member and the reasons for taking that action; and
 - c) the person whose membership has been suspended or who has been expelled must be given an opportunity to be heard.
- (19) After complying with subrule (18), members of the appeal subcommittee present and entitled to vote at the meeting must vote by secret ballot on the question of whether the decision to suspend or expel the person should be upheld or revoked.
- (20) A member may not vote by proxy at the meeting.
- (21) The decision is upheld if a majority of the persons voting at the meeting vote in favour of the decision.

29. GRIEVANCE PROCEDURE

- (1) The grievance procedure set out in this clause applies to disputes under this Constitution between:
- a) a member and another member; and
 - b) a member and the Committee; and
 - c) a member and the Association.
- (2) The parties to a dispute must attempt to resolve the dispute between themselves within 14 days of the dispute coming to the attention of each party.
- (3) If the parties to a dispute are unable to resolve the dispute between themselves within the time required by subrule (2), the parties must within 10 days:
- a) notify the Committee of the dispute; and
 - b) agree to or request the appointment of a mediator; and

- c) attempt in good faith to settle the dispute by mediation.
- (4) The mediator must be:
 - a) a person chosen by agreement between the parties; or
 - b) in the absence of agreement:
 - i) if the dispute is between a member and another member—a person appointed by the Committee; or
 - ii) if the dispute is between a member and the Committee or the Association—a registered mediator.
- (5) Subject to subrule (6), the Committee may appoint any person as a mediator.
- (6) The Committee must not appoint a person as a mediator if the person:
 - a) has a personal interest in the dispute; or
 - b) is biased in favour of or against any party.
- (7) The mediator to the dispute, in conducting the mediation, must:
 - a) give each party every opportunity to be heard; and
 - b) allow due consideration by all parties of any written statement submitted by any party; and
 - c) ensure that natural justice is accorded to the parties throughout the mediation process.
- (8) The mediator must not determine the dispute.
- (9) Any costs of mediation are to be paid:
 - a) if an agreement as to costs is reached between the parties—in accordance with that agreement; or
 - b) if there is no such agreement by the Committee.
- (10) If the mediation process does not resolve the dispute, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.

30. CLUB EVENTS

- (1) In accordance with Sections 3 and 21, the primary purpose of Club events is to further the objectives of the Club, specifically the celebration, preservation, and exhibition of the Falcon GT and the fostering of community among members.
- (2) The following conditions apply to any event partially or fully funded by the Club:
 - a) Only fully financial members (including joint members) may receive Club-funded event benefits, provided they:
 - i. Attend in a vehicle registered with the Club unless extenuating circumstances arise.

- (3) Children under 15 of said members not excluding Grandchildren are included.
- (4) Children over 15 can attend with approval of the committee to be funded by the club or a small donation by the attending full financial member accompanying said child.

31. Transitional Clause for Constitutional Amendments

- (1) These amendments take effect immediately upon ratification and supersede all prior interpretations or informal practices inconsistent with these provisions.
- (2) Within 60 days of ratification, the Committee shall:
 - a) Publish an explanatory document summarising the changes.
 - b) Notify all members of their updated rights and responsibilities.
 - c) Review all scheduled events and planned disbursements for compliance with the amended Constitution.

32. Fundraising Drives and Club Raffle

- (1) Objectives of Fundraising Activities
 - a) Fundraising activities, including but not limited to raffles, sales, and event-based collections, shall be conducted in accordance with the Club's aims and objectives as outlined in Section 3.
 - b) All fundraising drives must be for:
 - i) charitable causes, approved by the Committee; and/or
 - ii) internal club financial support consistent with Section 21(1) of the Constitution.
 - c) All Club Raffles and fundraising drives must benefit the general membership or approved charitable causes and not individual personal interests or gains.
- (2) Committee Oversight and Financial Governance
 - a) All funds raised shall be banked into the Club's designated account and recorded separately within the Club's financial reporting framework in accordance with Section 21(1).
- (3) Transparency and Reporting Requirements
 - a) The conclusion of each fundraising event, the fundraising organizer(s) provide a full financial report including:
 - i) total funds raised,
 - ii) expenses incurred, and
 - iii) net proceeds.
 - b) Shall be submitted to the Committee and made available to the general membership.

- c) Mismanagement or misappropriation of funds or prizes shall invoke the disciplinary provisions of Section 28.

(4) Legal Compliance and Licensing

- a) All raffles and fundraising drives must comply with relevant South Australian legislation, including licensing requirements under the Lotteries Regulations 2021 and other applicable consumer laws.
- b) Where required, the Committee shall ensure appropriate permits are obtained prior to the commencement of any raffle or large-scale fundraising activity.

(5) Use of Raised Funds

- a) Proceeds from fundraising must be used for the stated purpose declared at the time of the activities approval.
- b) Where required, the Committee shall ensure appropriate permits are obtained prior to the commencement of any raffle or large-scale fundraising activity.
- c) Charitable donations made on behalf of the Club shall be publicly acknowledged and recorded in the Annual General Report.

(6) Membership Involvement and Volunteering

- a) All members are encouraged to participate in fundraising activities, either through volunteering, contributing items for raffles, or supporting events.
- b) Volunteer roles may be coordinated by a nominated Fundraising Subcommittee if deemed necessary by the Committee.
- c) No member shall gain unfair benefit or remuneration from participating in any fundraising activity, unless pre-approved as a reimbursed expense in accordance with Section 21(3).

(7) Club Branding and Public Representation

- a) Any promotional materials used for fundraising must include the official Club name and logo and reflect the standards of professionalism befitting the Falcon GT Club of SA Inc.
- b) Fundraising events conducted publicly must be presented in a manner that positively reflects the Club's purpose and reputation.