

PROPOSED CONSTITUTION

1. NAME

The name of the Society shall be Unigames

2. OBJECTS

- (a) To encourage and facilitate the design, production and playing of all types of leisure games, board games, miniature figure games, role playing games, computer games and card games;
- (b) To become and remain affiliated to Societies Council;
- (c) To encourage and facilitate all forms of literature dealing with the topics of leisure games, board games, miniature figure games, role playing games, computer games and card games;
- (d) To encourage and facilitate the convening of conventions at which the promotion of leisure games, board games, miniature figure games, role playing games, computer games and card games are a part;
- (e) To produce and distribute any number of Society publications promoting the activities of the society;
- (f) To maintain a Society Library which contains material beneficial to the members of the Society;
- (g) To encourage and facilitate the holding of events and functions beneficial to the members of the Society;
- (h) To be affiliated to any organisation which is beneficial to the Society and its members;
- (i) To establish and maintain liaison with other bodies whose objects are similar to those of the Society;
- (j) To ensure that the Society shall not transmit any moneys or grants to any person or persons by way of gift.

3. ORDINARY MEMBERSHIP

Ordinary membership shall be confined to:

1. Members of the Guild.
2. Associates of the Guild.
3. Honorary Life Associates of the Guild.
4. Members of the University Senate.
5. Members of the University Staff.
6. Students enrolled at the University of Western Australia

4. EXTERNAL MEMBERSHIP

External membership shall be open to any member of the public who is unable to hold ordinary membership and has not been expelled from the Society.

5. SUBSCRIPTIONS

- (a) The annual subscription for all categories of membership, with the exception of honorary life membership, shall be set by the committee at its first meeting of the year, provided the annual subscription for all categories of membership, excluding honorary life membership, shall be at least two dollars.
- (b)
 - (i) The subscription for a member of the Society shall be payable by the 31st March in each year.
 - (ii) The payment of the subscription shall make the member financial until the end of the financial year of the Society unless the member fails to pay any fines, levies or debts owing to the Society.
 - (iii) The financial year of the Society ends on the 30th March.
- (c) Any member joining after the 31st September may pay half the annual fee, providing this be at least two dollars.
- (d) No member, *except for honorary life members,* shall be entitled to exercise the rights and privileges of membership unless that member is financial.

- (b) No General Meeting may be held while a Guild General Meeting is in progress, provided that this shall not apply where the written notice of the meeting was given before the written notice of the Guild General Meeting. Any such meeting being conducted in contravention thereof shall disband immediately on the order of a disciplinary officer of the Guild.
- (c) The quorum of General Meeting shall consist of one fourth of the total financial ordinary membership for the time being.
- (d) All General Meetings of the Society shall be conducted in accordance with the procedure prescribed in the Standing Rules and Orders of the Guild Council.

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10. PATRON

The Society may, at the Annual General Meeting, elect a patron who if he/she indicates his/her willingness to so act shall hold office until the succeeding Annual General Meeting. Nominations shall close at that meeting.

11. NOMINATIONS

Before the Annual General Meeting, the Secretary shall call for nominations for the offices and Committee of the Society, and shall include the same in the notice of the Annual General Meeting. Nominations for each position shall close at the commencement of voting for the election of that position.

12. EXECUTIVE OFFICE BEARERS

- (a) The executive office bearers of the Society shall be elected by the financial ordinary members of the Society at the Annual General Meeting and shall consist of:

- The President
- The Vice-President
- The Secretary
- The Treasurer

- (b) Only financial ordinary members of the Society who are members of the Guild shall be eligible for election as executive office bearers.

- (e) A member shall cease to be a member of the Society if that member fails to pay the annual subscription before the due date or fails to pay such fines or debts owing to the Society within one month of their coming into effect.

6. HONORARY LIFE MEMBERSHIP

The Society may in General Meeting, by two-thirds majority or those present and voting, confer honorary life membership upon any member who has performed outstanding service to the Society.

7. PRIMACY OF ORDINARY MEMBERS

Members other than Ordinary Members shall not become or remain office bearers of the Society but shall otherwise have all the rights and privileges of ordinary membership.

8. MEETINGS OF THE SOCIETY

- (a) The Society shall hold its Annual General Meeting during the first four weeks of the academic year.
- (b) The Committee may at any time call a General Meeting of the Society. The Secretary shall forthwith call a Special General Meeting upon receiving a written requisition from at least ten financial ordinary members of the Society, and such meeting shall be held not later than ten days immediately following receipt of such requisition.

If the Secretary fails to call the meeting within that time, any of the signatories of the requisition may do so. Any business set out in the requisition shall have priority over all other business.

9. PROVISIONS GOVERNING GENERAL MEETINGS

- (a) The Secretary shall cause written notice of any General Meeting together with the agenda therefore to be posted on the Guild notice boards - (or Guilder) at least (7) seven days before the date appointed for that meeting.

- (b) If an ordinary Committee member resigns or ceases to hold office for any reason, or is appointed an office bearer under Section (1) above, then vacancy shall be filled by Committee from the ordinary membership, subject to review at the next General Meeting.

17. MEETINGS

- (a) The Committee shall meet at such times and places as the President shall determine.
- (b) The Secretary or the President shall cause all members of the Committee to receive 7 days before the date fixed for the holding thereof together with a list of the business to be discussed.
- (c) The Secretary shall forthwith call a Special Meeting of the Committee upon receiving a written requisition from at least two members thereof; and such Special Meeting shall be held not later than seven (7) days immediately following receipt of such requisition.

If the Secretary fails to call the meeting within that time, any one of the members signing the requisition may do so. Any business set out in the requisition shall have priority over all other business.

18. QUORUM AND PROCEDURE OF COMMITTEE

- (a) The quorum of the Committee shall be four of whom at least two shall be executive office bearers.
- (b) All meetings of the Committee shall be conducted in accordance with the procedure prescribed in the Standing Rules and Orders of the Guild Council.

19. POWER OF THE COMMITTEE

Subject to this Constitution the Committee shall be responsible to the Society in General Meeting for giving effect to the objects of the Society as set out in Article 2 and elsewhere in this Constitution and for carrying on its everyday business, and without prejudice to the generality of the foregoing, the Committee shall have the power to:

- (c) Election shall be conducted by optional preferential ballot for each office in the order shown above. A candidate defeated for one office may stand for any office lower on the list.
- (d) Their powers and duties are defined in Articles 21-24.

13. THE COMMITTEE

- (a) The Committee of the Society shall consist of:
 - (i) The executive office bearers for the time being.
 - (ii) The Librarian.
 - (iii) The Fresher Representative.
 - (iv) The ordinary Committee who shall consist of:

three members elected by the financial ordinary members of the Society by optional preferential ballot of the Annual General Meeting subsequent to the election of office bearers.
- (b) The executive office bearers of the Society and the Librarian and the Fresher Representative shall collectively be referred to as the office bearers of the Society.

14. DELEGATES

After the Committee has been elected it shall forthwith proceed to appoint from amongst its members a delegate and a deputy delegate to any sub council to which the Society is affiliated.

15. DURATION OF OFFICE

The office bearers and the ordinary Committee members shall remain in office until the next Annual General Meeting.

16. VACANCIES

- (a) If an office bearer resigns or ceases to hold office for any reason the remaining members of the Committee shall forthwith fill the vacancy so created by appointing thereto a member of the Committee, but such appointment shall be subject to review at the next General Meeting.

22. VICE-PRESIDENT

In addition to any provisions set out elsewhere in this Constitution or in any By-Laws or Regulations made hereunder, it shall be the duty of the Vice-President to:

- (a) assist the President wherever possible.**
- (b) to maintain and safeguard the property of the Society.**
- (c) to be responsible for assessing when Society property is due for replacement and to inform the Committee, in co-operation with the Treasurer, of the necessary facts.**

23. SECRETARY

In addition to any provisions set out elsewhere in this Constitution or in By-Laws or Regulations made hereunder, it shall be the duty of the Secretary:

- (a) to record all proceedings of the Society and the Committee in a Society Minute book which he/she shall cause to be provided for that purpose;**
- (b) to conduct all correspondence of the Society and to maintain a copy of the aforesaid correspondence at the Society;**
- (c) (i) to supply the Secretary of the Guild before the end of the first academic semester the information required to be recorded in the register of the University societies;**
 - (ii) to notify the Secretary of the Guild within fourteen days of alterations in the foregoing information;**
 - (iii) to lodge with the Secretary of the Guild a copy of the Constitution and any By-Laws made under its authority;**
 - (iv) to notify the Secretary of the Guild within fourteen days from the making thereof, of any alterations to this Constitution or such By-Laws;**
 - (v) to notify the Secretary of the Societies Council of the names of the delegate and deputy-delegate to Societies Council at least four days before the meetings of these respective councils in each calendar year.**

- (a) acquire and dispose of property; to dispose of moneys; to open banking accounts; and to enter into contracts. Unless acting under a special enabling resolution of a General Meeting, however, the Committee shall not borrow or raise money or incur debts or liabilities on behalf of or in the name of the Society to a greater amount than five dollars for each and every then existing financial ordinary member of the Guild.
- (b) make regulations for the orderly and proper management of the affairs of the Society, but so that no regulation is inconsistent or repugnant to this Constitution.

20. CHAIR

The President shall have the right to take the chair at any meeting of the Society or of the Committee. If the President is absent or does not wish to exercise his right at any meeting, that right shall develop upon the Vice-President. In the event of both the President and the Vice-President, or in the event of them both not wishing to exercise their right, that meeting shall elect its own chair.

21. PRESIDENT

In addition to any provisions set out elsewhere in this Constitution or in any By-Laws or Regulations made hereunder, it shall be the duty of the President to:

- (a) co-ordinate and supervise the work of the committee, subject to the authority of the Society in General Meeting;
- (b) generally carry out the policy of the Society;
- (c) to seek the advice and agreement of a member of the Committee, and may act in full knowledge of the member concerned, when immediate action is required in any matter affecting the interests of the Society, and it being impractical to refer the matter to the Committee.

26. PAYMENTS

No payments shall be made on behalf or in the name of the Society unless it has been authorised by the Committee.

27. MAJOR OBLIGATIONS TO THE GUILD

The Society shall comply with the Regulations of the Guild, the rules of Societies Council, and all other provisions enrolled upon the Guild Statutes book, and the offices and members shall be jointly and severally responsible for such compliance, and shall be deemed liable in the event of non-compliance therewith.

28. EXPULSION OF MEMBERS

(a) The Committee may by unanimous vote request any member or associate member to resign from the Society, and in the event shall cause written notification of such request to be served upon the member concerned.

(b) Should such a request prove ineffectual after fourteen days written notification, the Committee may serve written notice of intended expulsion on the member concerned, and should he not have resigned seven days thereafter, the Committee may by unanimous vote expel him or her from the Society; but such expulsion shall be subject to review at the next General Meeting, present and to be heard.

29. AVAILABILITY OF CONSTITUTION

The Committee shall make available on request to all ordinary members copies of this Constitution at 50 cents per copy.

30. INTERPRETATION

Subject to any provisions enrolled upon the Guild Statutes book and to any resolution passed by Guild Council, Societies Council or Public Affairs Council, the President shall have power to interpret the meaning of any of the provisions contained in the Constitution, but the determining decision in case of doubt shall rest with the Society in General Meeting.

- (d) In the event of the Society being de-registered, to present to the Guild Secretary within thirty days a duly audited statement of the financial position of the Society together with a copy of the resolutions which may have been passed by the Society as to the disposition of its funds.

24. TREASURER

In addition to any provisions set out elsewhere in this Constitution or in any Regulations or By-Laws made hereunder, it shall be the duty of the Treasurer to:

- (a) keep proper books of account dealing with the property and finances of the Society and to furnish the Committee with such accounts and information relating to the finances and property of the Society as the Committee from time to time require;
- (b) arrange and be responsible for the handling of the petty cash and to render an account to each Committee member of all petty cash;
- (c) prepare a financial statement showing all receipts and payments during his term of office, for presentation with the auditors report to the Annual General Meeting;
- (d) produce and deliver all necessary books, vouchers and other documents to the persons appointed by the Guild Finance Committee for the purpose of conducting an audit, in so far as such persons may so require;
- (e) to arrange, formulate and produce, in co-operation with the committee, applications for grants.

25. DEPOSITS AND WITHDRAWAL OF MONIES

All moneys due and payable to the Society shall be received by the Treasurer who shall lodge them without undue delay in the Central Banking Account of Guild Council for the credit of the Society. The executive office bearers (any two to sign) shall be empowered jointly to sign cheques or forms of authority for the withdrawal of any money standing to credit of the Society in the Central Banking Account.

Notwithstanding anything contained herein, no person or persons shall deposit or withdraw any moneys into any account which Guild Council has by resolution closed.

Librarian - see old con 2
Fresher Rep-
in addition to
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shall lose between
the first year members and
the committee.

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31. ALTERATION OF CONSTITUTION

- (a) Any two financial ordinary members of the Society may not less than three days before the day appointed for the next General Meeting submit to the Secretary a notice of motion signed by them proposing an alternation to this Constitution. This shall be posted on notice boards forthwith.
- (b) The motion may then be considered by the Society at its next meeting and amendments which are relevant to the subject matter thereof may be moved without notice.
- (c) The motion of any amendment thereto shall not be deemed adopted unless it receives a two-thirds majority of the members present and voting.
- (d) The motion as adopted with any amendments shall come into force upon receiving the approval of Societies Council.

Adopted by General Meeting _____ (date)

Amendments to Section

_____, _____

_____, _____

_____, _____

(No.)

(Date)

