

Constitution

of

Permaculture Tasmania Inc.

August, 2020

Constitution of Permaculture Tasmania Inc

1 - The Name of the Association shall be the **Permaculture Tasmania Inc.**

2 - Aims and Objectives of Permaculture Tasmania Inc

- To promote and support Permaculture in the state of Tasmania, Australia, through attendance at public events; local groups, trainings and other events which promote the sharing of the skills, knowledge and social wealth within Tasmania.
- To assist Members of the Permaculture Tasmania Inc to develop effective networks that build on the Permaculture vision; sustainable local food-webs: sustainable local communities: sustainable local economies.
- To provide information to those seeking knowledge of Permaculture in Tasmania.
- To partner with organisations and community groups with similar vision/ethics/principles aligned with Permaculture to ensure greater reach of activities and achievements
- To assist where practicable in the realisation of its member's goals where they are consistent with the Permaculture Tasmania Inc's aims, and
- To raise funds to enable it to so function

3 - Membership of the Permaculture Tasmania Inc

- Membership is available to all who share the aims and objectives of the Permaculture Tasmania Inc.
- All Members shall abide by the Rules, Aims and Objectives of the Permaculture Tasmania Inc.

4 - Cancellation of Membership

- Members may cancel Membership at any time in writing to the Public Officer; any part of subscription fees, gifts or donations made shall be forfeit.
- The Elected Committee of Permaculture Tasmania Inc shall have the right to cancel Membership; any refund of subscription fees, gifts or donations made shall be at the sole discretion of the Committee.

5 - Membership fee

- The AGM of Permaculture Tasmania Inc shall have the power by resolution to vary the memberships fees payable.
- A written or electronic receipt shall constitute acceptance of Membership of the Permaculture Tasmania Inc.
- Membership may be cancelled by the Elected Committee when subscription is overdue by two months and the person(s) will be notified via email accordingly by the Membership Officer.

6- Structure

- Permaculture Tasmania Inc shall be composed of financial members organised into local Groups for the purposes of conducting local Meetings and Activities.
- Each local Group is to be represented on the Elected Committee, either through a directly elected member or by proxy through an elected member. The mutual obligations and responsibilities of

Permaculture Tasmania Inc and affiliated local Groups are set out within the 'Groups guideline', which may be amended at the AGM as per item 13 - Alteration to Constitution.

- Any Member or non member is welcome to attend any Meeting or Activity organised by any Group across Tasmania.
- Working groups may be formed for special projects or other activities line with Permaculture Tasmania Inc's aims and objectives, and can comprise ordinary members in addition to members from the Elected Committee

7- Elected Committee

- The Elected Committee, decided by majority vote (unless uncontested) at the AGM, is to be drawn from Group committees for two year terms.
- Elected Committee shall be composed of but not restricted to: President, Secretary, Treasurer, Membership Officer and Public Officer
- Elected Committee Members may hold multiple positions if the office bearers are agreeable.
- Elected positions of the Committee cease when 50% or more of all Meetings held by the Member's group, in a six month period, are missed without an apology accepted by the President (for Committee Meetings) or the convener of the Group Meeting.
- The Elected Committee shall meet no less than once per year at AGM and will meet at a minimum quarterly (online) to progress activities of the Permaculture Tasmania Inc
- Elected Committee Membership can be cancelled by the Member at any time in writing to the Public Officer by providing one month's notice and takes effect when a suitable replacement is appointed
- Interim appointment or removal of any Elected Committee members are on a quorum vote by the balance of all other Elected Committee **PROVIDED THAT** any Elected Committee member shall have the right to call a Special Meeting, be heard, and seek to overturn the decision by a 75% yes vote of all Permaculture Tasmania Inc Members present and eligible to vote.

8 - Duties of the Elected Committee

- To assist Members in support of the Aims and Objectives of the Permaculture Tasmania Inc.
- To develop, edit and distribute the Permaculture Tasmania Inc's newsletter
- To develop and coordinate the Permaculture Tasmania Inc's website, social media and public profile, buying and resale efforts of resources and training opportunities to increase access to appropriate information and skills
- To formulate policy, approve budgets and expenditure and seek partnerships/collaboration with organisations and community groups
- To hold and manage any statewide activity, accept donations, seek and accept funding, services or gifts that will benefit the Aims and Objectives of the Permaculture Tasmania Inc.
- To ensure cooperation, communication and coordination between local Groups.

9 - Income and Property

- All income and property of the Permaculture Tasmania Inc is to be applied solely towards the Aims and Objectives of the Permaculture Tasmania Inc.
- No Member shall accept remuneration by way of salary, gifts or fees when undertaking activities under the banner of Permaculture Tasmania Inc other than the reimbursement of moneys, approved by the Elected Committee, spent solely to benefit the Permaculture Tasmania Inc.

10 - Banking and Finance

- The financial year of the Permaculture Tasmania Inc shall run from July 1st until June 30th the following year.
- A bank account; chosen with an institution as congruent as possible with Permaculture ideals; in the name of the Permaculture Tasmania Inc, shall be operated by the Treasurer and President, at their discretion, for amounts not exceeding \$200 in any one transaction.
- All amounts exceeding \$200 to be spent are subject to the Elected Committee's approval via a quorum vote in writing via email or recorded in the minutes of the Committee Meetings. Any emails will be filed by the Secretary accordingly, and documented in the following Committee meeting minutes
- Written or electronic Receipts shall accompany all monies received or spent and transactions recorded in a ledger by the Treasurer.
- Local Groups needing to manage grant money in more than one disbursement (and/or other monies donated or generated locally for regular disbursement to activities) will require their own bank account. Permaculture Tasmania will not be held liable for any unapproved costs, financial or legal commitments that local groups make, nor any financial or legal ramifications resulting from unapproved commitments.

11 -AGM

- Time, date, place and business to be conducted of any statewide meeting shall be decided by the Elected Committee and organised by the Secretary.
- All Members shall be notified via electronic newsletter, placement on the website and social media platforms at least two weeks before the AGM or Special Meeting, giving notice of time, date, place and business to be conducted. Dial in facilities will be provided to enable those in different geographical region equitable access to attend.
- AGM shall be held within 3 months of the close of the financial year of the Permaculture Tasmania Inc with the location rotating across Tasmania
- A **Quorum** shall be 3 Elected Committee Members present and eligible to vote.
- Any Member of the Permaculture Tasmania Inc shall have the right to seek 75% Elected Committee approval to call a Special Meeting.

12 - Standing Orders and By-Laws

- The Elected Committee shall create By-Laws and Procedures, not defined in the Constitution, at any time necessary to protect the Aims, Objectives and viability of the Permaculture Tasmania Inc.
- New Members shall be informed of their right to view and obtain a copy of the Constitution.
- Each Member shall have one vote; proxy vote at the discretion of the President.
- Disputes shall be resolved by the Elected Committee, the complainant and a JP chosen by the complainant. All relevant documents are to be made available and copies provided.
- A review shall be conducted by the Elected Committee, before AGM or Special Meeting, to investigate all outstanding matters and correspondence that has not been finalised.
- All decisions by the Elected Committee including but not limited to partnership agreements/collaboration, purchases, involvement in public events and other decisions must be

voted for in writing with a quorum and documentation filed accordingly. At the next Committee meeting these notes will be included into the meeting minutes as a second note for record.

13 - Alteration to Constitution

- This Constitution, all By-Laws and Standing Orders may be amended by Resolution, moved in due form and carried by a 75% yes vote by all Members, together with a 75% yes vote by all Elected Committee, present and eligible to vote at AGM or Special Meeting.

14 - Winding-Up

- A Quorum at AGM or Special Meeting, together with a complete Committee of Elected Members, may resolve to wind-up the Permaculture Tasmania Inc.
- Liability of Members is limited to all fees and charges they have committed themselves to.
- Surplus assets are to be sold and proceeds distributed to a charity at the discretion of the Elected Committee.

15 – Lifetime Membership

- Lifetime membership offers full membership rights at no financial cost to any awarded persons.
- Nominations can be forwarded to the committee by any financial member and need to be seconded by at least one other financial member, and must not be an immediate family member of the nominee.
- A quorum of the committee will mean the nomination can be pursued, and will be presented at the AGM for final ratification.
- Lifetime membership can be retracted at the discretion of the committee, but only upon documented evidence and will require a quorum of the committee.
- Formal procedures and criteria for the nomination or retraction of lifetime membership are set out within the Lifetime Membership guideline. These guidelines may be amended at the AGM as per item 13 - Alteration to Constitution.