

**BY-LAWS**  
**TO THE CONSTITUTION OF THE ROYAL**  
**GEOGRAPHICAL SOCIETY**  
**OF QUEENSLAND LTD**

Australian Company Number (ACN) 636 005 466  
Australian Business Number (ABN) 87 014 673 068

A company limited by guarantee

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In these by-laws, reference to the Council or the Society is to be interpreted as embracing the body of elected Councillors, individual Councillors, and/or the executives of the Society, when undertaking functions associated with the management and administration of the Society. Acts undertaken in implementation of these by-laws in these capacities will be deemed to have been undertaken with the authority of the Council.

The words and expressions that are defined in the constitution have the same meaning in these by-laws.

## Membership

### A. Categories of membership

Admission to membership of the Society will be under one (1) of the following categories:

- (i) Ordinary (individual) membership – any person not under the age of 18 years. Voting right of membership in this category is one (1) vote.
- (ii) Household membership – a group comprising one (1) or two (2) persons not under the age of 18 years residing at the same address (parents) and any children of either of the parents also residing at the same address who are under the age of 18. Each person included in a household membership group is a member of the Society. Voting rights of membership in this category, irrespective of the total number of individual persons included in the membership, is limited to one (1) vote for each of the persons not less than 18 years of age.
- (iii) Youth/student membership – any person who is a bona fide full-time student of a recognised educational institution in Australia. Youth/student membership voting rights are equivalent to the voting right of an ordinary (individual) membership, however no voting entitlement applies to where the member is under the age of 18.
- (iv) Educational Organisation membership – any properly constituted organisation, incorporated or otherwise, whose primary function is the provision of educational services. An Educational Organisation membership shall be represented by one (1) individual person nominated by that organisation and voting rights are equivalent to the voting rights of an ordinary (individual) membership.
- (v) Corporate membership – any incorporated organisation whose purpose and rationale for applying for membership of the Society is accepted by the Council as being relevant to furtherance of the objects of the Society. A Corporate membership shall be represented by one (1) individual person nominated by that organisation and voting rights are equivalent to the voting rights of an ordinary (individual) member.
- (vi) Honorary Life membership – shall be defined as those members of the Society who have been formally elected to this status by an annual General Meeting of the Society on the unanimous recommendation of the Council in recognition of their services to the Society. All members who are Honorary Life members on the date of adoption of these by-laws shall automatically have their membership status confirmed.

Members awarded Honorary Life membership will not be required to pay an annual membership subscription.

Honorary Life membership voting rights are equivalent to the voting rights of an ordinary (individual) membership.

The number of memberships in each category is unlimited.

### B. Application for membership

The Council may from time to time determine the manner and form in which applications for membership are required, including determining the nature and type of information assessed as relevant to furtherance of the objects of the Society, which may be sought from prospective members. All information assembled in the membership application process will be applied solely to the furtherance of the Society's objects.

No membership application fee will be payable, however applicants, when admitted to membership, will be required to pay an amount such as determined by the Council from time to time.

### C. Membership subscription fees

- (i) An annual membership subscription will be payable by each membership in each category of membership (except Honorary Life membership), the quantum of which will be determined by the Councillors from time to time.

- (ii) The annual subscription is deemed to relate to a 12 month yearly cycle since the approval of the membership by the Council.
- (iii) Renewal subscription notifications, which may be in whatever form the Council considers appropriate, will be issued to members not less than two (2) months before the end of the 12 month subscription year, and will require payment by or before expiration of three (3) months from the commencement of the subscription year.

Any membership on which fees are unpaid or in arrears is not entitled to exercise voting rights until all outstanding amounts have been paid.

The Council will approve all new membership applications for entry in the register of members and approve all memberships terminations for deletion from the register of members.

#### **D. Awards - Fellowships**

The Council may confer the Diploma of Fellowship upon members who have rendered valuable service to the Society or who have promoted its objects. Such members shall have the privilege of designating themselves 'FELLOW OF THE ROYAL GEOGRAPHICAL SOCIETY OF QUEENSLAND' and may use the initials F.R.G.S.Q.

## **Annual General Meeting**

### **Availability to members of report on activities and finances**

- (i) Not less than ten (10) days before the date of an annual General Meeting, members will be notified that a report on the activities and finances of the Society during the period since the previous annual General Meeting will be provided to members on request.
- (ii) The manner and content of this notification will be determined by the Council, and may include, but not limited to, inclusion of appropriate details in the notice of meeting.
- (iii) Where a member lodges a request to be provided a copy of the report before the meeting, the report will be provided to the member in a timely manner, such that the report is available to the member not less than three (3) days before the date of the meeting.

## **General Meetings (including annual General Meeting)**

### **Proxy voting**

Members are entitled to appoint another member as a proxy to vote on the members' behalf at General Meetings. Advice of this entitlement will be incorporated into the notice of meeting which is to be issued to all members as a separate notification.

Proxy forms will be issued to all members of the Society.

The completed proxy shall be returned to the Society not less than 48 hours before the General Meeting. Requests for proxy forms at or within 48 hours of the General Meeting will not be actioned.

The Society will not accept verbal proxy voting advices.

## **Council meetings**

The Council will meet at least once in each of at least ten (10) calendar months to exercise its functions.

## **Adoption and amendment of by-Laws**

By-laws, including any amendments to by-laws adopted by the Council pursuant to clause 59 of the constitution and including implementation arrangements where relevant, will be incorporated into the Society's website and/or other communication forums which are readily accessible to members. The Council will determine what, if any, additional member notification processes will be implemented, dependant on the nature of the by-law/amendment concerned.