

AUSTRALIAN SOCIETY FOR MUSIC EDUCATION TASMANIAN CHAPTER CONSTITUTION

Name

1. The name of the Chapter shall be the “Australian Society for Music Education Tasmanian Chapter”, herein referred to as “the Chapter”.

Objects

2. The objects for which the Chapter is established are:
 - a. To advance music education
 - b. To promote the appreciation and practice of music
 - c. To encourage musical composition and to assist young composers interested in music for educational purposes.
3. In the promotion of these objects, the Chapter may:
 - a. Act as an advisory body
 - b. Publish or provide for its members material likely to further its objectives
 - c. Organise conferences, seminars and the like in order to further its objectives
 - d. Co-ordinate and liaise with organisations and groups with similar objectives
 - e. Promote, organise or undertake any activity which it considers appropriate to the promotion of its objectives.

Membership

4. Membership is open to persons or organisations interested in the objects of the chapter subject to their acceptance by the Chapter, ASME National Council and payment of the annual subscription.
5. All members of the Australian Society for Music Education (incorporated) [herein referred to as “ASME” resident in the state of Tasmania are deemed first and foremost to be members of the Chapter.
6. Where the number of members living in Tasmania is insufficient to form a chapter, or if the Chapter becomes defunct for any reason, those members will become members of the Chapter of Victoria.
7. There shall be the following class of membership as defined in Article III of the Constitution of ASME:
 - a. Full members
 - b. Student members
 - c. Associate members
 - d. Honorary Life members.
8. The conditions of membership of the Chapter are set out under Article III of the Constitution of ASME and include the automatic expiry of membership on the day after the close of the financial year. Members who become unfinancial may not receive the rights and benefits of membership after two calendar months from this date.
9. Annual fees levied for each category of membership shall be determined nationally by ASME.

Chapter Council

10. The conduct and management of the business affairs of the Chapter shall be under the control of the Chapter Council.

11. The Chapter Council shall comprise:

- a. Chairperson
- b. Vice Chairperson
- c. Secretary
- d. Treasurer
- e. At least one and not more than eight other members elected by the members of the Chapter.

Note: Officials will usually be elected for a two year term. The Vice Chairperson to be regarded as Chairperson elect.

12. The executive Committee of the Council shall comprise:

- a. c. Chairperson
- b. Vice Chairperson
- c. Secretary
- d. d. Treasurer

Note: Officials will usually be elected for a two year term.

13. The Chairperson, Vice Chairpersons, Secretary, Treasurer and other members of the Chapter Council shall be elected bi-annually and shall be eligible for re-election.

14. The Chapter Council may from time to time and at its discretion appoint up to eight additional members provided these are financial members of ASME.

15. The affairs of the Chapter may, subject to regulation and direction by the Chapter Council from time to time, be managed by the Executive Committee which shall exercise all such powers of the Chapter as are not by Constitution required to be exercised by the Chapter in general meeting PROVIDED THAT no regulation or direction by the Chapter Council or the Chapter in general meeting shall invalidate any prior act of the Executive Committee which would have been valid if such regulation had not been made.

16. The Chairperson, Vice Chairperson, Secretary, Treasurer and the Chapter Council shall exercise such powers as are expressly conferred thereon by this Constitution or as are delegated from time to time to the Executive Council by the Chapter Council.

17. The Chapter Council shall have the power to appoint such Sub-committees as it may consider necessary to assist in conducting the affairs of the Chapter. The Chairperson of the Chapter from time to time shall be the ex-officio joint Chairperson of each Sub-committee. Other members of each Sub-committee shall be appointed by the Chapter Council and shall include one other member of the Chapter Council. The members of the Sub-committee shall elect one of its members who shall be joint Chairperson of the Sub-committee.

18. The Chapter Council may from time to time recognise Special Interest Groups within the general membership. Each recognised Special Interest Group will be entitled to one representative on the Chapter Council either elected by the general membership or appointed by Council in those instances where no nominees have been successfully

elected, the Chapter Council may grant Special Interest Groups the right to conduct their own affairs, including the right to establish their own patterns of organisation and financial arrangements, so long as these are not incompatible with provisions in this Constitution. Specifically it is permissible for Special Interest Groups to make a charge for expenditure pertaining to the interests of that group.

19. Subject to regulation by the National Council of the Society, the Chapter Council for the being shall, subject to the Constitution of ASME, be empowered in relation to the affairs of this Chapter to exercise all the powers of the Society which are not expressly required by the aforesaid Constitution to be exercised either by the Society in general meeting or by the National Council. In the event of a vacancy in an elected office on the Chapter Council the Chapter Council shall have the power to appoint any person to that office, such person shall hold office until the next election of office bearers at a special general meeting. Notwithstanding any vacancy in their numbers, the remaining members of the Chapter Council shall have the power to act.
20. A complaint about the management of the Chapter shall be investigated by the National Council, provided that the complaint is written, and signed by members entitled to vote totalling not less than one-twentieth of the total Chapter membership, or five members whichever is the greater. The National Council may take whatever steps it deems necessary.

Regional Groups

21. Upon application to, and approval by, the Chapter Council, three (3) members may set up a Regional Group to conduct activities best handled at the regional level.

Meetings

22. The Chapter will hold an Annual General Meeting, the time and place and business of which every member will have thirty (30) days clear notice from the secretary.
23. The business of the Annual General Meeting shall be:
 - a. Apologies
 - b. Confirmation of Minutes
 - c. Chairperson's Report
 - d. Financial Report
 - e. Election of Chapter Council and announcement of results of election
 - f. Appointment of Auditor.
24. All meetings of the Chapter other than Annual General Meetings shall be called General Meetings.
25. The Chapter Council may at any time for any special purpose call a General Meeting of the Chapter and it shall do so within thirty (30) days of receiving a requisition in writing signed by members entitled to vote, totalling not less than one-twentieth of the total Chapter membership or five members whichever is the greater. The requisition is to set out the object of the meeting.
26. Notice of twenty one (21) days at least (exclusive of the day on which the notice is served or deemed to be served, but inclusive of the day on which the notice is given) specifying the place, the day, the hour of the meeting and setting out the general nature of the business to be conducted at the General Meeting shall be so given.

27. The accidental omission to give notice to or the non-receipt of notice of a meeting by any person entitled to vote shall not invalidate proceedings at a meeting.
28. The Chairperson, or in his/her absence the Vice Chairperson, shall preside at each General Meeting. If these officers are still absent after 15 minutes of the appointed time, the meeting shall elect one of its members to preside.
29. No business shall be transacted at any General Meeting of the Chapter unless a quorum of members is present at the time the meeting proceeds to business. A quorum shall be present if at least two members of the Executive Committee and not less than 10% of current financial members are present, or a total of 6 members, whichever is the least.
30. Any financial member desirous of moving any resolution at a General Meeting shall give notice thereof in writing to the secretary, not later than fourteen (14) days prior to such meeting, any such notice shall be seconded by another financial member. No person other than a financial member shall have the power to move or second a motion.
31. A resolution put to the vote at any General Meeting shall be decided on a show of hands unless a poll is demanded by a minimum of twenty per cent of the persons present and eligible to vote.
32. In the case of an equality of votes at any General Meeting, either on show of hands or by poll, the chairperson of that meeting is entitled to a second or casting vote.
33. In the event of there being unfinished business at any General Meeting for lack of a quorum or insufficient time, such unfinished business shall be dealt with by the Chapter Council in such a manner as it considers appropriate.

Minutes

34. The Chapter Council, the Executive Committee, all Sub-Committees, each Regional Group shall cause proper minutes of meeting held by each of them to be made and duly entered in books kept for that purpose. All such minutes shall be signed by the Chairperson of any such meeting and shall be prima facie evidence of the matters stated therein.

Treasurer

35. The Treasurer shall receive all moneys paid to the Chapter and subject to the directions of the Chapter Council shall be responsible for keeping all accounts, reports, statements and other paper writings required to be kept by the Chapter.

Finances

36. The Chapter Council shall cause proper accounting and other records to be kept and shall distribute copies of all such documents, balance sheets, account reports and statements as are required by National Council and shall from time to time determine whether and to what extent and at what times and places and under what conditions or regulations the accounting and other records of the Chapter or any of them shall be open to inspection of members other than members of the Chapter Council. The National Treasurer of the Society shall have the right to inspect any account or book or

paper of the Chapter as and when required by the Chapter in General Meeting or by the National Council.

37. The financial year of the Chapter shall end on the 30th day of June in each year.

Collection of Membership fees

38. The annual subscription rate and the method of collection and the distribution of moneys from such membership fees shall be determined by the National Council from time to time.

Raising of Funds

39. The Chapter may not levy extra membership fees from members, but may raise other funds in any other way, including approaches to funding bodies. The foregoing does not preclude the collection of fees or charges by Special Interest Groups and other affiliated groups for use by those groups.

40. The Chapter is a non-profit distributing organisation and no portion of the Society's funds shall be paid or transferred to any ASME member; but payment in good faith of reasonable and proper remuneration may be made to any member or other person in return for services rendered or goods supplied or expenses actually incurred in carrying on the affairs of the Chapter.

Pecuniary Interest

41. Unless otherwise deemed by the Chapter Council in a particular case a member may not act on behalf of the Chapter in relation to any proposed contract in which she/he has a pecuniary interest, nor vote in respect of the contract.

42. In the event of the Chapter wishing to borrow moneys from a member or members, the interest rate payable shall not exceed the current interest rate paid on Investment Savings Account by the Chapter's banker at that time.

Audit

43. After the expiration of the financial year, the Chapter shall within sixty (60) days from the end of the financial year provide the National Council with audited accounts relating to the activities of the Chapter for the then past financial year.

44. A properly qualified auditor or auditors shall be appointed at the Annual General Meeting and the accounts and accounting records of the Chapter shall be audited in each year.

Voting Rights of Members

45. All members of the Chapter shall have the right to vote either at a General Meeting of the Chapter or in a postal vote. Members unable to be present at any General Meeting may appoint proxies, one per member, or vote in elections by postal ballot.

Restrictions on Members Holding Office

46. All members are eligible for election to the Chapter Council or an appropriate Regional Group.

Publications

47. The Chapter shall publish such publications as in the opinion of the Chapter Council give effect to the objects of the Chapter, such publications shall be under the control of the Chapter Council which shall appoint an Editor. The Editor shall be a member of Chapter Council and shall be responsible for the editing, publishing and distribution of all the Chapter's publications.

Amendments

48. The Articles of this Constitution may be amended at a general meeting by a two-thirds majority of those entitled to vote provided that a draft of the proposed amendments is mailed to every member at least twenty-one (21) days before the meeting. Proxy votes will be accepted.

Indemnity

49. Members of the Chapter shall be responsible for the consequences of their own personal default or neglect and not for the default or neglect of any other person and shall be indemnified by the Chapter against all other liability incurred by them in the course of their duties as members of the Chapter and its committees.

Dissolution

50. If for whatever reason the Chapter ceases its activities and becomes defunct for more than one calendar year all of its assets shall revert to the National Council.