

Sikh Council of Australia Inc

Inc No: INC9877869

Uniting Sikhs In Australia...
www.sikhcouncil.org.au



CONSTITUTION

Articles of the Sikh Council Of Australia Inc.

SECTION A

1. Name:

1. The name of the Organisation is "Sikh Council Of Australia Inc.", hereinafter referred to for the purpose of this document as "Sikh Council" and abbreviated as SCA.
2. SCA is a non-profitable Religious and charitable Organisation and is not organized for the private gain of any individual.
3. It shall neither interfere, in any way, in the running of its member organisations nor concern itself or associate with the Gurudwara politics of its member organisations.
4. Primary objectives shall be to act as a spokes body of the Sikhs in Australia, to protect and defend the interests of the Sikh community, Sikh religion and its member organisations. For the avoidance of any doubt all other objectives hereunder are ancillary to these.
5. The address for this incorporated body, for the purpose of receiving mail in New South Wales shall be 170 Ninth Avenue Austral NSW 2171.

2. Aims and Objectives:

1. To take necessary steps and act to protect any negative or irreverent criticism of the Sikh community, Sikh religion or its member organisations, by any other organisation, individuals, print or electronic media.
2. To act as a principal coordinating and negotiating body, with other organisations, Local, State or Federal Government for and on behalf of the Sikh community and its member organizations in Australia.
3. To make representations to the governments, print and electronic media in matters relating and affecting the Sikh community or its member organisations.
4. To consider, advise and make recommendations to the governments on matters concerning and affecting the Sikh community and its member organisations.
5. To liaise with the other ethnic communities in Australia.

SECTION B

1. **Membership:**

Any Incorporated Sikh Organisation, which follows and practices and propagates Sikh philosophy, as enshrined in Guru Granth Sahib, can apply to the Executive to become a member of SCA. The members shall pay yearly membership fee to SCA, as specified by the Executive from time to time. Sikh organisations, which are, directly or indirectly, followers or established organisations of the Living Gurus and *Sants* shall not be eligible for the membership.

2. **Categories of membership:**

The Sikh Council of Australia shall allow the following types of memberships:

- a) **INCORPORATE MEMBER:** Any Incorporated Sikh Organisation/Association can apply to the Executive to become a member of SCA provided it satisfies Section B (1). At any meeting of SCA an Incorporate Member can send its representatives. Up to two attending members will have voting rights. Additional members (more than two) can also attend the meetings as 'observers'. The 'observers' will not have any voting rights. The Executive, at least 48hours prior to the scheduled meeting, must approve the numbers of 'observers' attending.

- b) **PATRON MEMBER:** Patron Membership shall be by invitation only. The Executive shall have the authority to invite a person to become its Patron Member who follows and practices and propagates Sikh Philosophy as enshrined in Guru Granth Sahib, and in the view of SCA can contribute to further the aims and objectives of SCA. A patron member shall not have any voting right at any meeting of SCA.

3. **Cessation of membership:**

A member organization ceases to be a member:

- a) Unless all money due and payable has been paid within two months of the due date as specified by the Executive.
- b) Withdraws its membership by giving notice of withdrawal to the secretary of the SCA.
- c) If it violates any Article of SCA constitution.

4. **Register of members:**

Public Officer of the SCA shall maintain a register, which shall contain the Names and addresses of the member organizations, and the name address and telephone number of the person representing the organisation.

5. **Executive:**

SCA shall have the following honorary office bearers:

a) **PRESIDENT**

The President shall preside on all the meetings of the SCA and in his absence the Vice President shall act as a President.

b) **VICE PRESIDENT**

The Vice President shall assist the President and act as the President in the absence of the President.

c) **SECRETARY**

The Secretary shall record and keep minutes of all the meetings, send notices for the meetings of SCA. Shall keep books and other documents of the association, which shall be open for inspection, free of charge by members of the association.

d) **ASSISTANT SECRETARY**

The Assistant Secretary shall assist the Secretary.

e) **TREASURER**

The Treasurer shall receive money, issue receipts and deposit money in SCA account. The Treasurer shall also prepare the yearly balance sheet. In the absence of the Treasurer the Executive can nominate one of its members to receive money and issue receipts.

f) **ASISTANT TREASURER**

The Assistant Treasurer shall assist the Treasurer.

g) **PUBLIC OFFICER**

To be nominated at the AGM.

h) **EXECUTIVE MEMBERS**

There shall be two executive members.

SECTION C

1. **General Meetings:**

- I. The Executive shall meet at least once a year, at a place as the Executive may determine. The first meeting shall be held within six months after its incorporation. The secretary shall give oral or written notice of the meeting of the Executive, specifying the nature of the business to be transacted, at least a week before the meeting is to be held. An emergency meeting for urgent matter(s) can be held at a twelve-hour notice or as the members may decide.
- II. **QUORUM:** At any general meeting any two or 50% of the executive members shall constitute a quorum and no business is to be transacted if the quorum is not present. If within half an hour of the appointed time the quorum is not present the meeting shall stand adjourned to the same place and at the same time of the same day in the following week and the members present shall form the quorum for the transaction of the business.

2. **Annual General Meeting:**

- I. The AGM shall be convened as the Executive deemed fit, with in two months of its due date and the secretary shall give members two weeks notice of the AGM. In addition to any other business the agenda shall include the following:
 - (a) To confirm the minutes of the preceding AGM and any special general meeting held;
 - (b) To receive and confirm annual income and expenditure statement as presented by the treasurer;
 - (c) To elect office bearers for the next term;
 - (d) To receive committee report on the activities of the association;
 - (e) Any motion or business to be transacted at the AGM must appear in the notice of the AGM and the secretary must receive that motion at least a week before he sends the notice;
 - (f) Any other business;
- II. **QUORUM:** At the AGM 50% of the members shall constitute a quorum and no business is to be transacted if the quorum is not present. If with in half an hour of the appointed time the quorum is not present the meeting is to stand adjourned to the same place and at the same time of the same day in the following week and the members present shall form the quorum for the transaction of the business.

3. **Terms of the Executive:**

The AGM shall be held after every year, however the term of the Executive shall be three years.

4. **Voting and decisions at the meetings or at the AGM:**

Motions put forward or questions arising at the meeting shall be decided by the majority votes. Local members of the state in which the AGM is held can vote in person only and proxy votes shall be accepted from interstate members. In the event of an equality of votes the person presiding shall exercise a casting vote. The motion can be amended or withdrawn.

SECTION D

1. Insurance:

In addition to the general property insurance the SCA shall effect and maintain insurance as specified under section 44 of the Act – Public liability Insurance.

2. Funds:

- a. The main source of the funds of the SCA shall be the contribution by its member organizations. However the Executive may decide from time to time to raise funds by holding raffles or concerts.

- b. All money received or collected for and on behalf of the SCA shall be, as soon as practicable, deposited into SCA’s Bank or Financial Institution's account. Any payment other than, the regular payments of the bills and day to day running expenses of the SCA, shall have to be approved by the Executive before it is paid. Payments shall be only be made by cheques, which shall be signed by the treasurer and the chairperson or other person(s) as determined and authorized by the Executive.

3. Common Seal:

The common seal of the SCA shall be kept with the Public Officer.

4. Amendments:

The Constitution of the SCA can be amended at any Annual or General body meeting specially called for the purpose, provided the amendments are sent, in writing, to its members at least twenty one days before any such meeting. The amendment shall be carried by seventy five percent (75%) of the members, as specified in **Section C (4)** in favour of the amendment. However, in case the amendment is not passed it can be amended at the same time and put to the vote again. Provided That the Minister of the Crown for the time being administering the Charitable Organisations Act 1934, shall be notified of the amendment and such amendment shall not be effective unless the Minister has signified his approval to such amendment being made.

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