WIMMERA MALLEE HISTORICAL VEHICLE SOCIETY – RULES OF THE SOCIETY

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WIMMERA MALLEE HISTORICAL VEHICLE SOCIETY – RULES OF THE SOCIETY

SECTION 1

A- TITLE :

The Society shall be called the "Wimmera Mallee Historical Vehicle Society (Inc.) and such name shall not be changed nor the Society dissolved without the concurrence of three fourths of the financial members present at a special meeting of which twenty one days' notice shall be given.

B - HEADQUARTERS :

The postal headquarters of the Society shall be the Post Office Box maintained by the Society.

SECTION 2

INTERPRETATION :

In these Rules of the Society, except where the context or subject matter requires a different construction, "The Act"means the Associations Incorporation Reform Act 2012, "this Society" means "Wimmera Mallee Historical Vehicle Society (Inc.). "The Committee" means "The Executive Committee of the Wimmera Mallee Historical Vehicle Society (Inc.)". The masculine shall be taken to include the feminine and the use of the singular to include the plural. "Financial Member" shall mean and include every member who has paid monies due and payable under these rules.

SECTION 3

OBJECTS :

The objects for which the Society is established are :-

***A** - To draw together owners of all types of motor vehicles as described in the Motor Car Act 1958, regardless of the age of the vehicle and provide opportunities for fellowship and enjoyment of each other's vehicles and company.*
To assist any responsible person in the acquisition, preservation, exhibition and maintenance of all historic vehicles greater than 25 years of age and all stationary engines greater than 25 years of age. The definition of "Motor Vehicle" shall be that used in the Motor Car Act 1958.

***B -** To promote the acceptance of Left Hand Drive vehicles, Historic Hot Rods, Replicas of historic Vehicles that are eligible for CPS registration and Historic custom vehicles (i.e. such vehicles originally built more than 25 years ago) as genuine historic vehicles.*

***C** - To obtain and maintain every form of historical and statistical record in respect of such vehicles*

D - *To promote and assist in the promotion of tours and other events in which such vehicles can participate in their respective classes.*

E - *To do or cause to be done, anything which in the opinion of the Committee may further the interests of the Society or which can assist in any way with records, parts and accessories thereto pertaining.*

F - *To accept subscriptions, donations and bequests for the purpose of applying the same to any of the objects of the Society and apply the same accordingly.*

SECTION 4

MEMBERSHIP : The society must have at least 20 members.

A - REGISTER OF MEMBERS:

(1) The Secretary must keep and maintain a register of members that includes—

(a) for each current member—

(i) the member's name;

(ii) the address for notice last given by the member;

(iii) the date of becoming a member;

(iv) if the member is an associate member, a note to that effect;

(v) any other information determined by the Committee; and

(b) for each former member, the date of ceasing to be a member.

(2) Any member may, at a reasonable time and free of charge, inspect the register of members.

Note

Under section 59 of the Act, access to the personal information of a person recorded in the register of members may be restricted in certain circumstances. Section 58 of the Act provides that it is an offence to make improper use of information about a person obtained from the Register of Members.

B - GENERAL RIGHTS OF MEMBERS

(1) A member of the Society who is entitled to vote has the right—

(a) to receive notice of general meetings and of proposed special resolutions in the manner and time prescribed by these Rules; and

(b) to submit items of business for consideration at a general meeting; and

(c) to attend and be heard at general meetings; and

(d) to vote at a general meeting; and

(e) to have access to the minutes of general meetings and other documents of the Society as provided under the following rule; and

(f) to inspect the register of members.

(2) A member is entitled to vote if—

(a) the member is a member other than an associate member; and

(b) more than 10 business days have passed since he or she became a member of the Society; and

(c) the member's membership rights are not suspended for any reason.

C - CUSTODY AND INSPECTION OF BOOKS AND RECORDS:

(1) Members may on request inspect free of charge—

(a) the register of members;

(b) the minutes of general meetings;

(c) subject to subrule (2), the financial records, books, securities and any other relevant document of the Society, including minutes of Committee meetings.

Note

See note following rule 18 for details of access to the register of members.

(2) The Committee may refuse to permit a member to inspect records of the Society that relate to confidential, personal, employment, commercial or legal matters or where to do so may be prejudicial to the interests of the Society.

(3) The Committee must on request make copies of these rules available to members and applicants for membership free of charge.

(4) Subject to subrule (2), a member may make a copy of any of the other records of the Society referred to in this rule and the Society may charge a reasonable fee for provision of a copy of such a record.

(5) For purposes of this rule—

***relevant documents** means the records and other documents, however compiled, recorded or stored, that relate to the incorporation and management of the Society and includes the following—*

(a) its membership records;

(b) its financial statements;

(c) its financial records;

(d) records and documents relating to transactions, dealings, business or property of the Society.

D – TYPES OF MEMBERSHIP

(1) . Full Membership - the holder (being above the age of sixteen years) shall enjoy membership with all its rights and privileges, including the right to vote and eligibility to office of the Society. The holder of Full Membership may nominate their spouse or partner (above the age of sixteen years) who shall have the rights of a Full Member and who shall be recorded with the Secretary. Full membership entitles a member to operate vehicles on the Victorian Club Permit Scheme through the WMHVS.

(2).(i) Honorary Life Membership - the holder shall have the standing as a full membership but will be excluded from paying any subscriptions. Honorary Life Membership may be conferred on any full member recommended by the Committee on the basis of long and extraordinary service. A maximum of two (2) Life Memberships can be awarded annually.

(ii) Honorary Life Member Nominations – nominations for Life Membership of this society must be submitted, considered, awarded and administered in accordance with the society life membership policy procedures and guidelines as amended from time to time by the committee.

(3). Associate Membership – the holder (being above the age of sixteen years) shall be entitled to receive club newsletters and notices and participate in all club functions. An Associate Member shall not be entitled to vote at general meetings, hold office in the Society or have a vehicle registered on a club permit through the Society.

The holder of Associate Membership may nominate their spouse or partner (above the age of sixteen years) who shall have the rights of an Associate Member and who shall be recorded with the Secretary.

If a Full Member wishes to transfer to an Associate Membership, the change will be made at the member's request. No subscription monies already paid will be refunded.

If an Associate Member wishes to transfer to a Full Membership, he/she will pay any Full Membership subscription due for that financial year, less any Associate Membership subscription already paid for that financial year. Full Membership subscriptions due are to be calculated on a pro rata basis.

E - New Membership

Application to join the Society must be submitted to the Membership Secretary on a correctly completed 'Club Application Form'. Such application shall be tabled at the next general meeting and then presented to the following general meeting for approval by the members present. Should such

application be approved, the applicant shall be sent an invoice for both the joining fee and relevant annual subscription. Upon payment of such invoice, the applicant shall become either a Full member or Associate Member of the Society, with the rights and privileges of Full or Associate membership.

SECTION 5

DISCIPLINARY ACTION

A - Grounds for taking disciplinary action

The Association may take disciplinary action against a member in accordance with this section if it is determined that the member—

(a) has failed to comply with these Rules; or

(b) refuses to support the purposes of the Association; or

(c) has engaged in conduct prejudicial to the Association.

B - Disciplinary subcommittee

(1) If the Committee is satisfied that there are sufficient grounds for taking disciplinary action against a member, the Committee must appoint a disciplinary subcommittee to hear the matter and determine what action, if any, to take against the member.

(2) The members of the disciplinary subcommittee—

(a) may be Committee members, members of the Association or anyone else; but

(b) must not be biased against, or in favour of, the member concerned.

C - Notice to member

(1) Before disciplinary action is taken against a member, the Secretary must give written notice to the member—

(a) stating that the Association proposes to take disciplinary action against the member; and

(b) stating the grounds for the proposed disciplinary action; and

*(c) specifying the date, place and time of the meeting at which the disciplinary subcommittee intends to consider the disciplinary action (the **disciplinary meeting**); and*

(d) advising the member that he or she may do one or both of the following—

(i) attend the disciplinary meeting and address the disciplinary subcommittee at that meeting;

(ii) give a written statement to the disciplinary subcommittee at any time before the disciplinary meeting; and

(e) setting out the member's appeal rights under section 5(E).

(2) The notice must be given no earlier than 28 days, and no later than 14 days, before the disciplinary meeting is held.

D - Decision of subcommittee

(1) At the disciplinary meeting, the disciplinary subcommittee must—

(a) give the member an opportunity to be heard; and

(b) consider any written statement submitted by the member.

(2) After complying with subrule (1), the disciplinary subcommittee may—

(a) take no further action against the member; or

(b) subject to subrule (3)—

(i) reprimand the member; or

(ii) suspend the membership rights of the member for a specified period; or

(iii) expel the member from the Association.

(3) The disciplinary subcommittee may not fine the member.

(4) The suspension of membership rights or the expulsion of a member by the disciplinary subcommittee under this rule takes effect immediately after the vote is passed.

E - Appeal rights

(1) A person whose membership rights have been suspended or who has been expelled from the Association under section 5(D) may give notice to the effect that he or she wishes to appeal against the suspension or expulsion.

(2) The notice must be in writing and given—

(a) to the disciplinary subcommittee immediately after the vote to suspend or expel the person is taken; or

(b) to the Secretary not later than 48 hours after the vote.

(3) If a person has given notice under subrule (2), a disciplinary appeal meeting must be convened by the Committee as soon as practicable, but in any event not later than 21 days, after the notice is received.

(4) Notice of the disciplinary appeal meeting must be given to each member of the Association who is entitled to vote as soon as practicable and must—

(a) specify the date, time and place of the meeting; and

(b) state—

(i) the name of the person against whom the disciplinary action has been taken; and

(ii) the grounds for taking that action; and

(iii) that at the disciplinary appeal meeting the members present must vote on whether the decision to suspend or expel the person should be upheld or revoked.

F - Conduct of disciplinary appeal meeting

(1) At a disciplinary appeal meeting—

(a) no business other than the question of the appeal may be conducted; and

(b) the Committee must state the grounds for suspending or expelling the member and the reasons for taking that action; and

(c) the person whose membership has been suspended or who has been expelled must be given an opportunity to be heard.

(2) After complying with subrule (1), the members present and entitled to vote at the meeting must vote by secret ballot on the question of whether the decision to suspend or expel the person should be upheld or revoked.

(3) A member may not vote by proxy at the meeting.

(4) The decision is upheld if not less than three quarters of the members voting at the meeting vote in favour of the decision.

SECTION 6

GRIEVANCE PROCEDURE

A - Application

(1) The grievance procedure set out in this section applies to disputes under these Rules between—

(a) a member and another member;

(b) a member and the Committee;

(c) a member and the Association.

(2) A member must not initiate a grievance procedure in relation to a matter that is the subject of a disciplinary procedure until the disciplinary procedure has been completed.

B - Parties must attempt to resolve the dispute

The parties to a dispute must attempt to resolve the dispute between themselves within 14 days of the dispute coming to the attention of each party.

C - Appointment of mediator

(1) If the parties to a dispute are unable to resolve the dispute between themselves within the time required by section 6(B), the parties must within 10 days—

(a) notify the Committee of the dispute; and

(b) agree to or request the appointment of a mediator; and

(c) attempt in good faith to settle the dispute by mediation.

(2) The mediator must be—

(a) a person chosen by agreement between the parties; or

(b) in the absence of agreement—

(i) if the dispute is between a member and another member—a person appointed by the Committee; or

(ii) if the dispute is between a member and the Committee or the Association—a person appointed or employed by the Dispute Settlement Centre of Victoria.

(3) A mediator appointed by the Committee may be a member or former member of the Association but in any case must not be a person who—

(a) has a personal interest in the dispute; or

(b) is biased in favour of or against any party.

D - Mediation process

(1) The mediator to the dispute, in conducting the mediation, must—

(a) give each party every opportunity to be heard; and

(b) allow due consideration by all parties of any written statement submitted by any party; and

(c) ensure that natural justice is accorded to the parties throughout the mediation process.

(2) The mediator must not determine the dispute.

E - Failure to resolve dispute by mediation

If the mediation process does not resolve the dispute, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.

SECTION 7

SUBSCRIPTIONS :

A - *The subscription for Full and Associate Memberships shall be decided by the Committee at a Committee meeting held in the third quarter of the financial year. Subscriptions shall be due and payable by the last day of June every year.*

B - *There shall be a joining fee as set down by the Committee and such joining fee shall be subject to annual review.*

C - *Any member whose subscription is not in arrears may resign his membership by giving notice in writing to the Secretary, who shall submit same to be dealt with by the Committee at their next meeting. Upon cessation of membership there shall be no claim upon the Society nor any of its property.*

D *- New member subscriptions shall be on a 'pro rata' basis after 1st January each year. 'Pro Rata' shall NOT apply to the joining fee.*

E *- Any member whose subscription remains unpaid on the 1st day of July shall be deemed UNFINANCIAL. He/she shall be notified in writing, that if payment is not made by 30th July, he/she shall be deemed to have resigned and on no account be permitted to hold office, vote or take part in any of the Society events or otherwise be deemed to hold any of the privileges of membership.*

F - *Rights not transferable*

The rights of a member are not transferable and end when membership ceases.

Ceasing membership

(1) The membership of a person ceases on resignation, expulsion, death or non- payment of fees.

(2) If a person ceases to be a member of the Society, the Secretary must, as soon as practicable, enter the date the person ceased to be a member in the register of members.

G *- An UNFINANCIAL member must not use a vehicle registered in his/her name on a Club Permit managed through the society. Such vehicle/s are deemed UNREGISTERED even though the Permit might be current.*

H - *On the first day of August each year, the Society Vehicle Registrar shall notify VicRoads of any Club Permit vehicle whose owner remains unfinancial.*

SECTION 8

GOVERNMENT OF SOCIETY :

A - *Any twenty full Members of the Society shall constitute a quorum for the transaction of business at a General Meeting.*

B - *The Society shall conduct a General Meeting monthly.*

C - *Notice of general meetings*

(1) The Secretary (or, in the case of a special general meeting convened under section 8(H)(3) the members convening the meeting) must give to each member of the Association—

(a) at least 21 days' notice of a general meeting if a special resolution is to be proposed at the meeting; or

(b) at least 14 days' notice of a general meeting in any other case.

(2) The notice must—

(a) specify the date, time and place of the meeting; and

(b) indicate the general nature of each item of business to be considered at the meeting; and

(c) if a special resolution is to be proposed—

(i) state in full the proposed resolution; and

(ii) state the intention to propose the resolution as a special resolution; and

(d) comply with section 8(D)(5)

(3) This rule does not apply to a disciplinary appeal meeting.

Note

Section 5(E)(4) sets out the requirements for notice of a disciplinary appeal meeting.

D - *Proxies*

(1) A member may appoint another member as his or her proxy to vote and speak on his or her behalf at a general meeting other than at a disciplinary appeal meeting.

(2) The appointment of a proxy must be in writing and signed by the member making the appointment.

(3) The member appointing the proxy may give specific directions as to how the proxy is to vote on his or her behalf, otherwise the proxy may vote on behalf of the member in any matter as he or she sees fit.

(4) If the Committee has approved a form for the appointment of a proxy, the member may use any other form that clearly identifies the person appointed as the member's proxy and that has been signed by the member.

(5) Notice of a general meeting given to a member under section 8(C) must—

(a) state that the member may appoint another member as a proxy for the meeting; and

(b) include a copy of any form that the Committee has approved for the appointment of a proxy.

(6) A form appointing a proxy must be given to the Chairperson of the meeting before or at the commencement of the meeting.

(7) A form appointing a proxy sent by post or electronically is of no effect unless it is received by the Association no later than 24 hours before the commencement of the meeting.

E - *Use of technology*

(1) A member not physically present at a general meeting may be permitted to participate in the meeting by the use of technology that allows that member and the members present at the meeting to clearly and simultaneously communicate with each other.

(2) For the purposes of this Part, a member participating in a general meeting as permitted under subrule (1) is taken to be present at the meeting and, if the member votes at the meeting, is taken to have voted in person

F - *The Committee must convene an Annual General Meeting of the Society to be held within two months after the end of the financial year. At a date, time and place determined by the committee.*

The ordinary business of the annual general meeting is as follows—

(a) to confirm the minutes of the previous annual general meeting and of any special general meeting held since then.

(b) to receive and consider—

(i) the annual report of the Committee on the activities of the Society during the preceding financial year; and

(ii) the financial statements of the Society for the preceding financial year submitted by the Committee in accordance with Part 7 of the Act;

(c) to elect the members of the Committee;

(d) to confirm or vary the amounts (if any) of the annual subscription and joining fee.

G - *Special general meetings*

(1) Any general meeting of the Society, other than a regular monthly meeting, an annual general meeting or a disciplinary appeal meeting, is a special general meeting.

(2) The Committee may convene a special general meeting whenever it thinks fit.

H - *Special general meeting held at request of members*

(1)The Committee must convene a special general meeting if a request to do so is made in accordance with subrule (2) by at least 10% of the total number of members.

(2) A request for a special general meeting must—

(a) be in writing; and

(b) state the business to be considered at the meeting and any resolutions to be proposed; and

(c) include the names and signatures of the members requesting the meeting; and

(d) be given to the Secretary.

(3) If the Committee does not convene a special general meeting within one month after the date on which the request is made, the members making the request (or any of them) may convene the special general meeting.

(4) A special general meeting convened by members under subrule (3)—

(a) must be held within 3 months after the date on which the original request was made; and

(b) may only consider the business stated in that request.

(5) The Society must reimburse all reasonable expenses incurred by the members convening a special general meeting under subrule (3).

I - *The general conduct and management of the Society shall be vested in a body known as The Committee (see Interpretation).*

J - *The Committee*

1. *The Committee shall consist of the : President*
   Senior Vice President
   Junior Vice President
   Immediate Past President
   Honorary Secretary
   Honorary Treasurer
   Newsletter Editor/s
   Swap Meet Director
   Annual Tour Director
   Club Permit Scheme registrar
   Membership Registrar/Secretary
   Public Relations Officer
   Association of Motoring Clubs Representative.
   Federation of Veteran, Vintage and Classic Car Clubs Representative.

2. *The Committee shall have the power to co-opt any member as they deem necessary to serve in any club year. Co-opted members shall have full Executive member powers.*

3. *All Committee positions shall have a nominal maximum term of three(3) years. This term may only be extended in exceptional circumstances as determined by the Committee.*

K - *The Secretary of the Society shall keep the minutes of the resolutions and proceedings of each general meeting and each Committee meeting in books provided for that purpose together with a record of the names of persons present at such meetings.*

L - *The Treasurer of the Society shall collect and receive all monies due to the Society and make all payments authorized by the Society, keep correct accounts and books showing the financial affairs of the Society with full details of all receipts and expenditure connected with the activities of the Society and such books shall be available for inspection by the members.*

M - *All positions in the Society shall be declared vacant at the Annual General Meeting and all retiring office bearers shall be eligible for re-election.*

N - *Written nominations signed by the nominee, proposer and seconder, may be lodged at the Annual General Meeting in addition to oral nominations from the floor.*

O - *Any member of the Committee may resign by writing a notice sent by post or delivered in person to the Secretary and thereupon shall cease to be a member of the Committee.*

P - *The Committee is empowered to fill any vacancy occurring during the year, but a member so appointed to fill such vacancy shall retire at the next Annual General Meeting. He/she shall be eligible for re-election.*

Q - *The Committee may appoint from time to time committees or sub-committees. The Convenor of each sub-committee shall be a member of the Committee.*

R - *If any member of the Committee is absent from three consecutive meetings, he/she shall be removed from his office unless he can satisfy the Executive Committee that there was reasonable cause for his/her absence.*

S - *The Committee shall have the power to make and enforce by-laws from time to time as deemed necessary.*

SECTION 9

COMMITTEE MEETINGS

A - *Committee meetings may be convened by the President or the Secretary or by the request of any three members of the Committee when deemed necessary.*

B - *At Committee meetings, each officer shall be entitled to one vote with the exception of the Chairman who shall be entitled to a casting vote as well as a deliberate vote.*

C - *Any four members of the Committee constitute a quorum for the transaction of the business of a meeting of the Committee.*

D - *The Committee shall meet at least four times per year.*

SECTION 10

FINANCES :

A - *The funds of the Society shall be derived from entrance fees, annual subscriptions, donations, and any other such sources as the Committee determines.*

B - *All monies received by or on behalf of the Society shall be paid into the Society's banking account with such Bank or Banks as determined by the Committee. All cheques, bills of exchange, withdrawal forms drawn on the Society's banking accounts are to be signed by two appointed signatories – usually President, Secretary or Treasurer.*

C - *The Committee shall have sole control of all the monies of the Society.*

D - *The Committee shall at each Annual General Meeting cause to be prepared and laid before the Society complete accounts of Profit and Loss and Balance sheets. The assets and income of the organization shall be applied exclusively to the promotion of its objects and no portion shall be paid or distributed directly or indirectly to the members of the organization except as a bona fide remuneration for services rendered or expenses incurred on behalf of the organization*

E - *In the event of the organization being dissolved, the amount which remains after such dissolution and the satisfaction of all debts and liabilities shall be paid and applied by the organization in accordance with its powers to any organization which has similar objects and which has rules prohibiting the distribution of its assets and income to its members.*

SECTION 11

INDEMNITY :

A - *Every Committee member and other officer of the Society shall be entitled to be Indemnified out of the assets of the Society against all losses or liabilities which he/she may sustain or incur in or about the execution of his office or otherwise in relation thereto. No Committee member or other officer shall be liable for any loss, damage or misfortune which may happen to be incurred by the Society in the execution of the duties of his office or in relation thereto.*

B - *At no time shall any member have a greater claim on the Society than the maximum amount shown on the Society's Public Risk Insurance Policy.*

SECTION 12

ALTERATION OF RULES AND STATEMENT OF PURPOSES :

These rules and the statement of purposes of the Society shall not be altered except by a special resolution passed at the Annual General Meeting of the Society, or at a special General Meeting of the Society called for that purpose.

SECTION 13

SEAL :

A - *The Common Seal of the Society shall be kept in the custody of the Secretary*

B *- The Common Seal shall not be affixed to any instrument except by the authority of the Committee and the affixing of the Common Seal shall be attested by the signatures of The Committee and of the Public Officer of the Society*

SECTION 14

CUSTODY OF RECORDS :

Except as otherwise provided by these rules, the Secretary shall keep in his/her custody or under his/her control all books, documents and securities of the Society.

SECTION 15

GENERAL :

A - *No member shall make use of the Society name or his/her membership of the Society for any form of personal gain, excepting the normal privileges of membership.*

B - *Proposals for the use or display of member's vehicles with Club Permit registration in any commercial advertising, event or function not organized by the Society, should first be referred to the Committee for approval.*

C - *All owners and drivers enter organized Society functions at their own risk.*

D - *The Committee for organizing the Annual Invitation Tour shall be elected in the Club year preceding the year of the Tour.*

E - *The Society shall ensure that a current Public Liability Insurance Policy is in force at all times.*

F - *The organizing Committee of any Society event shall have the right to prohibit any unsafe vehicle from participating.*

SECTION 16

VICTORIAN CLUB PERMIT SCHEME :

The method of conducting the Victorian Club Permit Scheme adopted by the Wimmera Mallee Historical Vehicle Society (Inc) is :-

A - *The Society will appoint "Testing Officers" who for initial permit registration can conduct a 'safety check' on vehicles manufactured up to 31st December 1948. (A Roadworthy certificate from a suitably licensed VicRoads Tester is also acceptable)*

B - *All vehicles manufactured after 31st December 1948 require a Roadworthy certificate from a licensed VicRoads Tester for initial Club Permit registration.*

C - *If a pre 31st December 1948 vehicle is presented for a safety check and is, in the opinion of the scrutineer, excessively modified from original, the scrutineer will refer the vehicle to the executive to decide whether the vehicle may be scrutineered as a replica or must be presented for an Approval certificate and a Roadworthy.*

D - *Annual safety checks are the responsibility of the vehicle owners*

E - *The Society can supply a Safety Check Sheet in order that members can conduct a safety Check on their vehicles*

F - *A Safety Declaration is required to be completed, signed and dated by the vehicle owner and attached to the Permit registration renewal form for the Club Permit Signatory signature. Safety Declaration sheets will be retained by the Society Vehicle Registrar.*

G - *The Vehicle Registrar shall maintain an up to date and accurate record of all the Society's Club Permit vehicles.*

H - *Any vehicle scrutinized by a Club "Testing Officer" (or carrying a roadworthy certificate) and approved for Historic registration, must remain in the state such vehicle was scrutineered (or roadworthied).*

I – If a member has a vehicle which is on the CPS scheme with another club and wishes to transfer that vehicle so that it is on the CPS with the WMHVS, the vehicle must be checked by a WMHVS trade qualified scrutineer. If, in the opinion of the scrutineer, the vehicle is not in a safe and roadworthy condition or does not meet the CPS guidelines for historic vehicles, it will be referred for a full roadworthy test or the alternative of a full scrutineering process in the case of a pre-1949 vehicle, before the vehicle is transferred to the WMHVS.

WIMMERA MALLEE HISTORICAL VEHICLE SOCIETY

POLICY AND PROCEDURE No. 1

Life Membership Guidelines

Life membership is an honour bestowed on individual club members who's exceptional, loyal and outstanding service and contribution has provided measurable benefit to the club over an extended period of time.

Life Membership is recognized by the Wimmera Mallee Historical Vehicle Society (WMHVS) as the highest recognition that can be awarded to a member in acknowledgement of exceptional service and contribution; it should retain its prestige and not be awarded easily.

Processes and Criteria

Nomination

I. Any full or retired member can be nominated by any current full member.

II. Nominations should include the nominator's reasons for putting forward the candidate with the support of favourable applications demonstrating minimum service requirements and examples meeting the criteria.

III. This should be a written document and signed by the nominating members and passed to the secretary to be tabled at the next meeting of the Executive Committee.

IV. Life Membership cannot be nominated by or supported by an immediate family member.

V. In the event that the nominee is serving on the Executive Committee at the time of nomination, that person must be disqualified from any deliberation on the nomination.

VI. A simple majority of a quorum of the Executive Committee is sufficient for the nomination to be pursued. At this time the Executive Committee shall appoint an individual or subcommittee to further research the nomination and report back to the committee.

VII. In the event that the committee believes the nomination is worthy of life membership a ¾ majority is required to formalise the nomination.

VIII. The Executive Committee will present the award at the Annual General Meeting or other Special Meeting.

IX. Life Membership must be recorded in the club's official records.

X. The granting of life membership and the recipients service to the club should be publicised in the clubs media and any other club communication tool considered appropriate.

Criteria

Life membership should not be considered as a competitive matter and nominees must be considered individually and on their personal attributes and achievements and not in comparison to others. While it is inevitable that comparisons will be made with past recipients, direct comparisons should not be made.

Granting life membership is a balancing exercise. Criteria are provided as guidance, but it is the overall contribution of the nominee that must be evaluated. There is necessarily some subjectivity in the granting of life membership, nominees strengths against the various criteria will vary.

To assist with the nomination, some or all of the following criteria should be considered.

For any of the relevant criteria the nominee should have demonstrated an exceptional contribution, beyond the ordinary for an extended period of time, which has a measurable benefit to the club and membership.

I. Minimum 15 years contiguous club membership.

II. Minimum 10 years in specific roles that contribute to the benefit of the club, these roles may include but not be restricted to – service on the committee, coordinator roles, fund raising activities, promotional and marketing, committee and/or event coordinator roles, committee and/or event/activity support roles.

III. Has the nominee represented the club with distinction within and outside the club?

V. Has the nominee demonstrated attitude and demeanour that reflects dedication to the values of the club?

VI. Has the nominee provided valued leadership around the club and is considered a role model?

Objections and Retractions of Honorary Life Membership

In the case of an objection, the objecting member has to provide strong reasons and/or evidence that counteract the fundamentals of the Life Membership selection criteria. The committee needs to provide and document evidence the final decision was based on.

Retraction of Life Membership bestowment may occur where the recipient has conducted him/herself in a manner that reflects directly and adversely on the image or activities of the club. This provision will only be exercised in exceptional circumstances and will require the full support of the committee. As part of the deliberation the 'Honorary Life Member' in question is also to be given an opportunity to present his/her case for retention of his/her status.

Life Membership – Benefits

I. Full membership for life with no fees.
II. Free individual access to club facilities.
III. A commemorative badge.
IV. Recognition on the Club Honour Board.

Partners of Life Members

Partners of Life Members will have the same rights as their Life Member partner. Upon the passing of the Life Member the non Life Member partner will continue to retain those rights. If a non Life Member partner wishes to introduce a new partner to the club the new partner must apply to join as an ordinary financial member in accordance with the new membership process contained in the Constitution.