

CONSTITUTION

as amended at the Committee Meeting held on 27 November 2012

1. Name

- 1.1 The committee shall be known as the "New South Wales Christadelphian Committee Incorporated", referred to in this constitution as the "N.C.C."
- 1.2 The N.C.C., as a religious non-profit organisation, represents Christadelphian ecclesias in New South Wales and the Australian Capital Territory which endorse the Australian Unity Basis.

2. Objectives

- 2.1 To coordinate combined ecclesial activities for New South Wales and the Australian Capital Territory
- 2.2 To promote fellowship between ecclesias
- 2.3 To become a forum of interchange of ideas or matters of common interest
- 2.4 To oversee the activities of its various subcommittees
- 2.5 To spread the message of salvation as taught in the Bible to as many as possible in New South Wales and the Australian Capital Territory
- 2.6 To educate adults and children, Christadelphian and non-Christadelphian, in Biblical teaching and its practical outworking.

3. Membership

- 3.1 New South Wales and Australian Capital Territory ecclesias which endorse the Unity Basis are eligible to belong to the N.C.C.
- 3.2 Ecclesias wishing to belong to the N.C.C. should give notice in writing to the N.C.C. Secretary.
- 3.3 Each member ecclesia is entitled to send one delegate to N.C.C. meetings. This delegate shall be the Recorder, secretary or coordinator, referred to in this constitution as the "Recorder".
- 3.4 The delegates comprise the Committee.
- 3.5 Ecclesias may send an alternative delegate to particular meetings that their Recorder is unable to attend.
- 3.6 A register of ecclesias which are members of the N.C.C. will be kept by the Secretary.
- 3.7 The method of election and removal of Recorders lies with each individual ecclesia.

4. Office-bearers

4.1 **The Secretary**

- 4.1.1 shall act as Public Officer for the N.C.C. and have custody of the common seal of the N.C.C., to be used by him only at the direction of the N.C.C. Documents bearing the N.C.C. seal shall be signed by the Secretary and one other Recorder.
- 4.1.2 shall keep a record of the proceedings of the N.C.C., receive and communicate all correspondence intended for the N.C.C., remind the N.C.C. of meetings to be held or of other matters affecting them, and generally keep the working machinery of the N.C.C. in motion.
- 4.1.3 shall keep in his custody, or under his control, all records, books and other documents relating to the N.C.C.
- 4.1.4 shall be appointed annually by the Recorders present at the Annual General Meeting in each calendar year.

4.2 The Treasurer

- 4.2.1 shall receive and disburse the funds accruing in any way to the N.C.C., with the approval of the N.C.C.
- 4.2.2 shall report to the N.C.C. at least once each calendar year concerning the financial state of the N.C.C.
- 4.2.3 shall be appointed annually by the Recorders present at the Annual General Meeting in each calendar year.
- 4.2.4 shall prepare financial reports and material as required by government.

5. Meetings

- 5.1 Meetings shall be held as often as necessary, but at least twice each year.
- 5.2 The first meeting in each calendar year shall be the Annual General Meeting, notice of which shall be given at least two weeks in advance.
- 5.3 Motions shall be decided by a simple majority vote. However, a ballot may be called for, in which case the matter shall be decided by votes cast on the basis of one vote per twenty-five members, or part thereof, of the ecclesias present.
- 5.4 There shall be no voting by proxy.
- 5.5 The Secretary and Treasurer do not have voting rights.
- 5.6 Decisions may be held over to another meeting if a majority of those present agree.
- 5.7 A quorum for a meeting is representation from five ecclesias.

6. Finance

- 6.1 Members are deemed as having contributed one dollar to the funds of the N.C.C., and the liability of each ecclesia shall be limited to that sum.
- 6.2 N.C.C. subcommittees which require funding shall present an annual budget.
- 6.3 N.C.C. subcommittees will submit financial reports when required.
- 6.4 The N.C.C. shall construct an annual budget and then request ecclesias to contribute proportionately according to current membership enrolment.
- 6.5 At the Annual General Meeting the Public Officer shall present the Annual Statement for the preceding calendar year for approval.
- 6.6 In the event of dissolution of the N.C.C., all equipment, goods and moneys shall be dispersed to member ecclesias proportionately according to amounts paid into the common fund over the preceding three calendar years.
- 6.7 Any member of the N.C.C. may inspect the records of the N.C.C. by application at a normal meeting of the N.C.C.
- 6.8 Cheques shall be signed by any committee member so authorised by the N.C.C.

7. Alteration to the Constitution

- 7.1 Proposed alterations to the constitution must be submitted in writing to the Secretary. The request must be signed by Recorders of three affiliated ecclesias who wish an alteration to be made.
- 7.2 The Secretary shall then circularise all ecclesias with the proposals.
- 7.3 A meeting shall be called to discuss the alteration on a date not less than three months or more than four months from the date of circulation of the proposed amendment.
- 7.4 A three-quarters majority vote of Recorders at the meeting must be obtained to put the alteration into effect.