

THE CROP SCIENCE SOCIETY OF SOUTH AUSTRALIA

(INCORPORATING WEED SCIENCE) INC.

CONSTITUTION AND RULES (Adopted 3/3/88)

A. CONSTITUTION

A.1 NAME:

The name of the Society shall be: "The Crop Science Society of South Australia (incorporating Weed Science) Inc."

A.2 OBJECTS:

The objects of the Society shall be:-

- (a) To advance the science and the knowledge of crop production and weed control.
- (b) To provide a link between scientists, technologists, extension workers, and members of the farming community and the rural industries within Australia and in other countries;
- (c) To form a Society in South Australia to pursue any and all of those activities, which disseminate knowledge about crop plants, crop hygiene, crop management, crop production and crop problems.
- (d) To foster the development of an Australia-wide Weeds Organisation.

A.3 MEMBERSHIP

A.3.1 Ordinary membership of the Society may be open to any person or company engaged in the production or the study of crop plants or weeds when:

- (a) application for membership has been approved by the Committee of Management, and
- (b) an annual subscription has been paid to and accepted by the Society.

A.3.2 The Committee of Management may elect to honorary membership any person who in its opinion has rendered eminent service to crop science or to the Society.

A.3.3 Honorary membership of the Society may be for life or for a period at the discretion of the Committee of Management. It shall confer all the rights and the privileges of ordinary membership without financial obligation.

A.4 MANAGEMENT

A.4.1 The Society shall be governed by a Committee of Management consisting of not more than nine elected members and one ex officio member.

- A.4.2 The Committee of Management shall comprise a President, Vice-President, Past-President (ex officio the preceding President), Secretary, Editor, Treasurer and not more than four Committeemen.
- A.4.3 The Committee of Management shall be elected by the Annual General Meeting of the Society to serve for a period of twelve calendar months from the First Day of July in each year.
- A.4.4 The Committee of Management, subject to any direction from a general meeting of the Society, shall carry out the management and the administration of the Society and its funds and its property holdings and its leases and its investments and its contracts by direction to an Officer of the Society or to any sub-committee appointed for a purpose.

#### A.5. MEETINGS

- A.5.1 The Society shall meet in the State of South Australia when convened by the Committee of Management giving notice to members of the time, place and agenda of the business.
- A.5.2 General meetings of the Society shall be held to enable members to transact the general business of the Society and to participate in learned discussion.
- A.5.3 Public meetings of the Society shall be held to enable members of the public to participate in learned discussion by invitation.
- A.5.4 Field Days of the Society shall be held to visit agricultural areas of the State of South Australia for the purposes of inspecting crops in the field in conjunction with conducting General or Public meetings of the Society.
- A.5.5 Committee meetings of the Society shall be held to enable the Committee of Management to regulate the management and the administration of the affairs of the Society.

#### A.6. QUORUM

- A.6.1 A quorum at a general meeting of the Society or at a public meeting of the Society shall consist of ten members present in person.
- A.6.2 A quorum at a meeting of the Committee of Management of the Society shall consist of five members present in person.

#### A.7. RESOLUTIONS

- A.7.1 At any meeting of the Society or of the Committee of Management any financial member may exercise one deliberative vote upon any motion by being present in person, or if unable to be present, by appointing in writing another financial member to act as his proxy. The notification of an appointment of proxy shall be lodged with the chairman of the meeting prior to its commencement.

## A.12 DUTIES OF OFFICERS

- A.12.1 The officers of the Society shall be the President, Vice-President (who shall be President-Elect), Past President, Secretary, Editor, and Treasurer, one of whom will concurrently hold the position of Public Officer.
- A.12.2 The President shall preside at meetings of the Society and of the Committee of Management. In his absence, the Vice-President shall preside; or in his absence the Past-President; or in his absence, a member shall be elected to act as chairman by resolution.
- A.12.3 The Secretary shall keep the minutes of meetings, prepare the reports of the Society and its Committees, conduct the correspondence, hold records and carry out such other duties as may be requested by the Committee of Management.
- A.12.4 The Editor shall prepare and distribute those documents and materials which the Committee of Management deem to be publications of the Society. The Editor of the Society may hold any other office in the Society other than that of Auditor.
- A.12.5 The Treasurer shall receive and pay into the banking accounts of the Society all monies received by him on behalf of the Society. He shall pay all accounts approved by the Committee of Management. He shall maintain a register of financial members. He shall prepare an annual statement of receipts and expenditure and prepare a balance sheet of accounts for submission to the Auditor and whenever required by the Committee of Management.
- A.12.6 The Auditor being a person not a member of the Committee of Management nor the Public Officer, shall be appointed by the Committee of Management to audit the balance sheet and the financial records of the Society. The Auditor's Report shall be presented to the Annual General Meeting of the Society, and to the next General Meeting following an audit required by the Committee of Management.

## A.13 POWERS

- A.13.1 The Society may in its corporate name hold, purchase, or take on lease any land, and may sell, exchange, mortgage, lease or build upon same (with power to alter and pull down buildings and again rebuild), and otherwise deal with the same as fully and effectually as a natural person could do.
- A.13.2 The Society is empowered to enter into contracts and to discharge contracts within the provisions of Part III Divisions IV and V of the Associations Incorporation Act, 1985, of South Australia.
- A.13.3 The receipt of the Society shall be a discharge for all monies arising for or in connection with any such sale, exchange or mortgage.
- A.13.4 The Society may in its corporate name accept and hold upon trust any real or personal property which is given to the Society subject to any trust and to carry out any such trust.

- A.7.2 At any meeting of the Society or of the Committee of Management, all resolutions shall be decided by a simple majority on show of hands unless a secret ballot or a postal vote shall have been called for and carried as a motion of procedure.

#### A.8 COMMITTEES

- A.8.1 The Society or the Committee of Management may establish Sub-committees for the examination of subjects as may be deemed necessary from time to time.
- A.8.2 Each Sub-committee shall report progress of its meetings to the Committee of Management, and disband on rendering a Final Report to the Annual General Meeting of the Society. If the work of a Sub-committee is not final by the Annual General Meeting, the Society shall deliberate upon the appointment of a new Sub-committee of like purpose.

#### A.9 PUBLICATION

- A.9.1 The Committee of Management shall issue to members, at least annually, a publication covering the activities of members, events of interest, and such other matters as may be determined to be within the objects of the Society.
- A.9.2 Any publication of the Society which is in the form of an Annual Report or as a Newsletter or a periodical, and which is circulated to all financial members of the Society, shall be deemed to be notice of the meeting of the Society and agenda of the business.

#### A.10 SUBSCRIPTION

- A.10.1 The Society at the Annual General Meeting shall determine the subscription payable annually to sustain membership.
- A.10.2 Annual subscriptions shall be due on the first day of July in each calendar year for a period of membership ending on the Thirtieth day of June in the following calendar year.

#### A.11 PUBLIC OFFICER

- A.11.1 The Committee of Management shall appoint annually a Public Officer who shall be a resident of South Australia and who shall be eligible for this appointment within the provisions of the Associations Incorporation Act, 1985 of South Australia.
- A.11.2 If for any reason a vacancy occurs in the office of Public Officer, a new appointment will be made by the Committee of Management within fourteen days of the vacancy occurring. In the event of a vacancy occurring, or a change of officer or of his address, notice of the changes shall be filed with the Office of the Registrar of Companies within 14 days of the change.
- A.11.3 The Public Officer of the Society may hold any other office in the Society other than that of Auditor, and he shall hold the position of Public Officer concurrently with another Office of the Society and as a member of the Committee of Management.

- A.13.5 The Society may invest its monies in or upon any security in which the Committee of Management are for the time being authorized to invest trust funds.
- A.13.6 The Society is empowered to open and to operate on bank accounts.
- A.13.7 The Society is empowered to borrow money upon such terms and in such manner and upon such security (if any) as the Committee of Management shall think fit, for the purpose of carrying out its objects and purposes.
- A.13.8 The Society may, by resolution passed in accordance with its Rules, determine to transfer all its property both real and personal to any other body, whether corporate or unincorporate, formed for promoting objects similar to its own. Any such transfer of property proposed by the Society shall comply with the requirements of Part V of the Associations Incorporation Act, 1985 of South Australia.

#### A.14 LIABILITY

No members of the Society shall as a member be under any personal liability to any creditor of the Society except as expressly provided in the Rules of the Society.

#### A.15 SEAL

- A.15.1 The Society shall have a common seal in the form of a rubber stamp inscribed with the name of the Society encircling the word "Seal". The seal shall remain in the custody of the Secretary.
- A.15.2 The seal of the Society shall not be affixed to any instrument except by the authority of the Committee of Management, and the affixing thereof shall be attested by the signatures of two members of the Committee of Management, and that attestation is sufficient for all purposes that the seal was affixed by authority of the Committee of Management.
- A.15.3 The custodian of the seal of the Society shall be the Secretary.

#### A.16 POWER TO MAKE RULES

- A.16.1 The Society shall have the right to frame Rules to regulate the conduct of its meetings and of its business.
- A.16.2 The Constitution of the Society may be altered, amended, deleted or added to only at a special general meeting called for that purpose. The text of the proposed resolution to alter the Constitution must be signed by not less than five members of the Society, and the notice of the proposed change shall be circulated to all members of the Society not less than fourteen days nor more than fifty-six days prior to the special general meeting being called.



- A.16.3 The Rules of the Society may be altered, amended, deleted or added to at an ordinary general meeting of the Society provided that notice of the text of the proposed resolution to alter the Rules has been given at the preceding ordinary general meeting, and that the text of the proposed change has been circulated to all members with the notice of meeting.

#### A.17 REPEAL AND ACQUISITION

The Society is empowered to take over the funds and other assets of the incorporated Crop Science Society of South Australia, to repeal the Constitution and Rules then in operation, and to adopt this Constitution and Rules in their place.

The Society is empowered to take over the funds and other assets of the incorporated Weed Science Society of South Australia, to repeal the Constitution and Rules then in operation, and to adopt this Constitution and Rules in their place.

THE CROP SCIENCE SOCIETY OF SOUTH AUSTRALIA

B. RULES

B.1 ADMISSION TO ORDINARY MEMBERSHIP

- B.1.1 An applicant for ordinary membership shall submit an application to the Secretary of the Society in the form required by the Society. The application must be endorsed by two members who know the applicant personally. The applicant for membership shall lodge an annual subscription fee for the current year with his application.
- B.1.2 Application for ordinary membership shall be considered by the Committee of Management, then brought forward to the next general meeting of the Society together with a recommendation either that the applicant be admitted or that he be rejected.

B.2 TERMINATION OF MEMBERSHIP

- B.2.1 A member who wishes to resign from the Society may terminate his membership by submitting a written resignation to the Committee of Management. The resignation shall be accepted provided that the member's subscription is not in arrears, when the Committee may refuse to accept it until the amount due has been paid.
- B.2.2 If the subscription of a member is more than two years in arrears and if the member does not make payment of the amounts due within thirty days of his notification of such arrears by the Treasurer, the Committee of Management shall terminate his membership and remove his name from the register of members.

B.3 ADMISSION TO HONORARY MEMBERSHIP

- B.3.1 The nomination of persons to honorary membership of the Society shall be made in writing and must be endorsed by three financial members.
- B.3.2 The Committee of Management shall determine the term of each honorary membership as individual cases, and shall determine the number of honorary memberships that are appropriate to the Society at any one time.

B.4 ADMISSION TO SUSTAINING MEMBERSHIP

- B.4.1 A corporate company which employs not less than five persons eligible to be members of the Society may apply to the Secretary of the Society for admission to sustaining membership of the Society. The applicant company shall lodge an annual sustaining subscription of not less than five units of the annual subscription for ordinary membership for the current year with the application.
- B.4.2 Applications for sustaining membership shall be considered by the Committee of Management, then brought forward to the next general meeting of the Society together with a recommendation either that the applicant company be admitted or that it be rejected.

- B.4.3 Sustaining membership entitles any and all nominated employees of the company to all the rights and the privileges of ordinary membership of the Society, except that the voting rights on any resolution shall be limited to five deliberative votes.
- B.4.4 The issue to sustaining members of notices, publications, reports and documents by the Society shall be limited to five copies, but the Society may grant to sustaining members a privilege of copying notices, publications, reports and documents and of circulating them to employees by an approved internal mailing system.

#### B.5 VARIATION OF SUBSCRIPTION

The Committee of Management shall be empowered to remit all or part of the annual subscription to members who make application on one or more of the following grounds:-

- (a) They are undergraduate students;
- (b) They are continuously absent from South Australia for more than half of one financial year;
- (c) They are retired persons or unemployed persons.

#### B.6 TERMS OF OFFICE

- B.6.1 The President, the Vice-President and the Past-President of the Society shall remain eligible for election to the one office for a period of two consecutive annual ordinary terms.
- B.6.2 The Secretary, the Editor and the Treasurer of the Society shall remain eligible for election to office at each Annual General Meeting.
- B.6.3 Other members of the Committee of Management shall remain eligible for election at the Annual General Meeting until they have served three consecutive annual terms in the same capacity.
- B.6.4 Nominations for officers and members of the Committee of Management may be lodged in writing or verbally prior to or at the Annual General Meeting of the Society provided that each nomination is seconded and receives the consent of the member nominated.

#### B.7 EXTRAORDINARY VACANCIES

- B.7.1 In the event of an extraordinary vacancy occurring in an office of the Society, the Committee of Management shall take steps necessary to fill it immediately..
  - (a) If the office of the President becomes vacant, it shall be filled forthwith by the Vice-President in his capacity as president-elect.
  - (b) If the office of the Vice-President becomes vacant it shall be filled by election at the next general meeting of the Society.
  - (c) If the office of the Past-President becomes vacant, it shall be filled by the preceeding Past-President.



- (d) If the office of the Secretary or the Editor or the Treasurer becomes vacant, it shall be filled for the remaining portion of the annual term by a member of the Committee of Management.

- B.7.2 In the event of an extraordinary vacancy occurring amongst the elected members of the Committee of Management, the vacancy may be filled by invitation at the discretion of the Committee of Management.

#### B.8 REGISTER OF MEMBERS

A register of all the members of the Society will be maintained, and a copy shall be distributed to each member at least once every two years.

#### B.9 NEWSLETTER

The Editor shall prepare and arrange the distribution of a publication of the Society as a Newsletter which informs members of the current activities of the Society, its forthcoming meetings, and other items of interest.

#### B.10 FREQUENCY OF MEETINGS

- B.10.1 Except under unavoidable circumstances, the Committee of Management shall convene four general meetings and one field day of the Society in each twelve calendar months.

- B.10.2 In special circumstances, the Committee of Management may convene additional general meetings or field days of the Society provided that notice can be given to members. The Committee of Management may convene public meetings of the Society by general advertisement of the time and the place where notice may not be given in the usual way to all members.

- B.10.3 The Committee of Management shall meet or shall consult at least once between each general meeting of the Society.

#### B.11 NOTICE OF MEETINGS

Not less than seven days notice shall be given to members of the time, the place, and the purpose of each ordinary general meeting and field day of the Society. The notice shall be in writing and distributed by letter, by hand or by publication of the Society in a manner which is normal and suited to its custom.