

CONSTITUTION OF IPSWICH JDM AND CLASSICS INC.

1. Name of Association

The name of the incorporated association is **Ipswich JDM and Classics Inc.** ("the Association").

2. Objects of the Association

The objects of the Association are to:

- Promote a safe, inclusive community for enthusiasts of Japanese Domestic Market (JDM) and classic vehicles.
- Organise social events, meets, cruises, shows, and community activities.
- Encourage responsible driving, vehicle appreciation, and positive representation of the automotive community.
- Support local businesses, charities, and community initiatives where appropriate.
- Provide a structured, well-governed organisation for members to participate in automotive-related activities.

3. Powers of the Association

The Association has the powers of an individual, including the power to:

- Enter into contracts.
- Acquire, hold, deal with, and dispose of property.
- Make charges for services and facilities.
- Do all things necessary to achieve the Association's objects.

4. Membership

4.1 Eligibility

Membership is open to any individual who supports the objects of the Association.

4.2 Application

- Applications must be submitted in the approved form.
- The committee may approve or reject applications.

4.3 Membership Responsibilities

Members must:

- Follow the Constitution, Club Rules, and Code of Conduct.
- Act respectfully toward members, the public, and event organisers.
- Comply with Queensland road rules and laws at all club events.

4.4 Membership Fees

- Membership fees (if any) will be set by the committee and approved at a general meeting.
- Fees are payable annually.

4.5 Non-Payment of Fees

A member whose membership fees remain unpaid for more than 60 days after becoming due may have their membership suspended or terminated by the committee.

4.6 Resignation

A member may resign by giving written notice to the Secretary.

4.7 Membership Categories

The Association may establish membership categories including Standard Member, Family Member, Junior Member and any other category approved by the committee. The rights, privileges and fees applicable to each category may be determined by the committee.

5. Disciplinary Action, Suspension and Termination

5.1 Grounds

A member may face disciplinary action for:

- Breaching the Constitution, Club Rules, or Code of Conduct.
- Unsafe, illegal, or antisocial behaviour.
- Conduct that brings the Association into disrepute.

5.2 Process

The committee must:

- Provide written notice of the issue and proposed action.
- Allow the member an opportunity to respond.
- Consider the response before deciding.
- Notify the member in writing of the outcome.

5.3 Immediate Suspension

The committee may impose an immediate temporary suspension if required for safety or risk management.

5.4 Appeals

The member may appeal the decision at the next general meeting. The decision of the general meeting is final.

6. Register of Members

The Secretary must maintain a register of members containing:

- Full name.
- Contact details.
- Date of membership commencement.
- Date of membership cessation.

6.1 Inspection of Register

The register of members shall be available for inspection by members subject to any privacy requirements and conditions determined by the committee.

7. Annual General Meeting (AGM)

7.1 Timing

The AGM must be held within six months of the end of the financial year.

7.2 Notice

At least 21 days' notice of the AGM must be given to members.

7.3 Business of the AGM

- Confirm minutes of the previous AGM.
- Receive committee reports.

- Receive and adopt financial statements.
- Elect committee members.
- Appoint an auditor (if required).
- Consider any general business.

8. General Meetings

8.1 Calling Meetings

General meetings may be called by:

- The committee, or
- A written request signed by at least 25% of members.

8.2 Notice

Members must receive at least 14 days' notice of meetings, including agenda items.

8.3 Quorum

A quorum is:

- 25% of the membership, or
- 7 members, whichever is greater.

8.4 Voting

- Each member has one vote.
- Decisions are made by simple majority unless otherwise stated.
- Proxy voting is permitted if approved by the committee.

8.5 Special Resolutions

A special resolution must be passed by at least 75% of members present and entitled to vote at a general meeting.

8.6 Electronic Attendance

Members may participate in general meetings by electronic means, provided all participants can communicate effectively with each other.

9. Committee

9.1 Composition

The committee consists of:

- President
- Vice President
- Secretary
- Treasurer
- Events Coordinator
- Up to two general committee members

9.2 Eligibility

To be elected or appointed to the committee, a person must:

- Be a current financial member of the Association.
- Be at least 18 years of age.
- Not be disqualified from holding office on the management committee of an incorporated association under the Associations Incorporation Act 1981 (Qld) or any other applicable legislation.

9.3 Responsibilities

The committee is responsible for:

- Managing the Association's affairs.
- Ensuring compliance with laws and regulations.
- Approving events and activities.
- Managing finances.
- Enforcing rules and disciplinary procedures.

9.4 Election

- Committee members are elected at the AGM.
- Nominations may be submitted before or at the meeting.
- Voting is by show of hands or secret ballot if requested.

9.5 Term

Committee members serve for one year and may be re-elected.

9.6 Vacancies

A vacancy may be filled by committee appointment until the next AGM.

9.7 Removal of Committee Members

A committee member may be removed from office by ordinary resolution passed at a general meeting.

9.7A — Appeal Rights

A committee member who is removed from office under Rule 9.7 may appeal the decision at the next general meeting. The appeal must be submitted in writing to the Secretary within 14 days of receiving notice of removal. The general meeting must vote on whether to confirm or overturn the removal. The decision of the general meeting is final.

9.8 Casual Vacancies

If a committee position becomes vacant, the committee may appoint a member to fill the position until the next Annual General Meeting.

10. Committee Meetings

10.1 Meetings

- Must be held as required to manage the Association.
- A quorum is 50% of committee members.
- Decisions are made by majority vote.
- Minutes must be kept.
- Meetings may be conducted in person or by electronic means.

10.2 Conflict of Interest

A committee member who has a direct or indirect material personal or financial interest in a matter being considered by the committee must disclose the nature of that interest and must not vote on the matter unless approved by the remaining committee members.

10.3 Responsibilities of the President

The President shall:

- Chair general meetings and committee meetings.
- Provide leadership and direction for the Association.
- Represent the Association in official matters.
- Ensure the Constitution, rules and policies of the Association are followed.
- Exercise a casting vote where votes are equal.

10.4 Responsibilities of the Secretary

The Secretary shall maintain association records, membership registers, meeting notices, correspondence and minutes.

10.5 Responsibilities of the Treasurer

The Treasurer shall maintain accurate financial records, prepare financial reports and oversee association banking and expenditure.

11. Finances

11.1 Financial Year

The financial year ends on 30 June unless otherwise determined.

11.2 Funds

- All funds must be used for the Association's objects.
- Expenditures over a set limit (e.g. \$200) require committee approval.
- The Treasurer must maintain accurate financial records.

11.3 Banking

- All money must be deposited into the Association's account.
- Payments must be authorised by two committee members.

11.4 Custody of Records

All books, records, financial statements, meeting minutes and other documents of the Association shall remain the property of the Association and be retained by the appropriate office bearer.

11.5 Indemnity

To the extent permitted by law, committee members acting honestly and in good faith in carrying out their duties on behalf of the Association shall be indemnified by the Association against liabilities incurred in the proper performance of those duties.

12. Common Seal

The Association may adopt a common seal. Use of the seal must be approved by the committee.

13. Dispute Resolution

13.1 Internal Resolution

Any dispute between members, or between a member and the Association, should first be referred to the committee for resolution.

13.2 Mediation

If the dispute is unable to be resolved by the committee, the committee may appoint an independent mediator acceptable to the parties involved.

13.3 Final Determination

Any recommendations resulting from mediation shall be considered by the committee. If the dispute remains unresolved, the matter may be referred to a general meeting, whose decision shall be final.

14. Amendment of Constitution

This Constitution may be amended by special resolution at a general meeting.

15. Dissolution

If the Association is wound up:

- All debts must be paid.
- Remaining assets must be transferred to a registered charity or another not-for-profit organisation with similar objects.
- Assets must not be distributed to members.

16. Club Rules and Policies

The Association may adopt additional rules, policies, and procedures, including:

- Code of Conduct.
- Event Safety Policy.
- Member Disciplinary & Revocation Policy.
- Social Media Policy.

These documents must be consistent with this Constitution.