

Constitution
of the
Permaculture Tasmania Inc.

September 2018

Constitution of Permaculture Tasmania Inc

1 - The Name of the Association shall be the **Permaculture Tasmania Inc.**

2 - Aims and Objectives of Permaculture Tasmania Inc

- To promote and support Permaculture in the state of Tasmania, Australia, through attendance at public events; local groups, trainings and other events which promote the sharing of skills, knowledge and social wealth within Tasmania
- To assist Members of Permaculture Tasmania Inc to develop effective networks that build on the Permaculture vision; sustainable local food-webs: sustainable local communities: sustainable local economies.
- To provide information to those seeking knowledge of Permaculture in Tasmania.
- To partner with organizations and community groups with similar vision/ethics/principles aligned with Permaculture to ensure greater reach of activities and achievements
- To assist where practicable in the realization of its member's goals where they are consistent with Permaculture Tasmania Inc aims, and
- To raise funds to enable it to so function.

3 - Membership of Permaculture Tasmania Inc

- Membership is available to all who share the aims and objectives of Permaculture Tasmania Inc
- All Members shall abide by the Rules, Aims and Objectives of Permaculture Tasmania Inc.

4 - Cancellation of Membership

- Members may cancel Membership at any time in writing to the Public Officer; any part of subscription fees, gifts or donations made shall be forfeit.
- The State Executive Committee of Permaculture Tasmania Inc shall have the right to cancel Membership; any refund of subscription fees, gifts or donations made shall be at the sole discretion of the State Executive Committee.

5 - Membership fee

- The AGM of Permaculture Tasmania Inc shall have the power by resolution to vary the memberships fees payable.
- A written or electronic receipt shall constitute acceptance of Membership of Permaculture Tasmania Inc
- Membership may be cancelled by the State Executive Committee when subscription is overdue by two months and the person(s) will be notified via email accordingly by the Membership Officer.

6- Structure

- Permaculture Tasmania Inc shall be composed of financial members organized into local Groups for the purposes of conducting local meetings and activities.
- Each Group is to have a focal point that acts as a liaison between the Local group and the State Executive Committee, and to ensure activities are in alignment with Permaculture Tasmania Inc aims and objectives

- Any Member or non-member is welcome to attend any Meeting or Activity organized by any Group across Tasmania.

Working groups may be formed for special projects or other activities line with the Permaculture Tasmania Inc aims and objectives, and can comprise ordinary members in addition to members from the State Executive Committee

7- State Executive Committee

- The State Executive Committee, decided by majority vote (unless uncontested) at the AGM, is to be drawn from the group committees for two year terms
- State Executive Committee shall be composed of but not restricted to: President, Secretary, Treasurer, Membership Officer and Public Officer
- State Executive Committee Members may hold multiple positions if the State Executive Committee is agreeable.
- State Executive Committee Membership ceases when 50% or more of all Meetings held by the Member's group, in a six month period, are missed without an apology accepted by the President (for State Executive Committee Meetings) or the convener of the Group meeting
- The State Executive Committee shall meet no less than once per year at AGM and will meet at a minimum quarterly (online) to progress activities of the Permaculture Tasmania Inc
- State Executive Membership can be cancelled by the Member at any time in writing to the Public Officer with one month notice and takes effect when a suitable replacement is appointed
- Interim appointment or removal of any Executive Member is on a quorum vote by the balance of all State Executive Members **PROVIDED THAT** any State Executive Member shall have the right to call a Special Meeting, be heard, and seek to overturn the decision by a 75% yes vote of all Permaculture Tasmania Inc members present and eligible to vote.

8 - Duties of the State Executive Committee

- To assist Members in support of the Aims and Objectives of Permaculture Tasmania Inc.
- To develop, edit and distribute Permaculture Tasmania Inc newsletter
- To develop and coordinate Permaculture Tasmania Inc website, social media and public profile, buying and resale efforts of resources and training opportunities to increase access to appropriate information and skills
- To formulate policy, approve budgets and expenditure and seek partnerships/collaboration with organizations and community groups
- To hold and manage any statewide activity, accept donations, seek and accept funding, services or gifts that will benefit the Aims and Objectives of Permaculture Tasmania Inc.
- To ensure cooperation, communication and coordination between local Groups.

9 - Income and Property

- All income and property of the Permaculture Tasmania Inc. is to be applied solely towards the Aims and Objectives of the Association.
- No Member shall accept remuneration by way of salary, gifts or fees when undertaking activities under the banner of Permaculture Tasmania Inc. other than the reimbursement of moneys approved by the State Executive Committee, spent solely to benefit Permaculture Tasmania Inc.

10 - Banking and Finance

- The financial year of the Association shall run from July 1st until June 30th the following year.

- A bank account; chosen with an institution as congruent as possible with Permaculture ideals; in the name of Permaculture Tasmania Inc, shall be operated by the Treasurer and President, at their discretion, for amounts not exceeding \$200 in any one transaction
- All amounts exceeding \$200 to be spent are subject to State Executive Committee approval via a quorum vote in writing via email or recorded in the minutes of the State Executive Committee meetings. Any emails will be filed by the Secretary accordingly, and documented in the following Committee meeting minutes
- Written or electronic receipts shall accompany all monies received or spent and transactions recorded in a ledger by the Treasurer.

11 -AGM

- Time, date, place and business to be conducted of any statewide meeting shall be decided by the State Executive Committee and organized by the Secretary.
- All Members shall be notified via electronic newsletter, placement on the website and social media platforms at least two weeks before the AGM or Special Meeting, giving notice of time, date, place and business to be conducted. Dial in facilities will be provided to enable those in different geographical region equitable access to attend.
- AGM shall be held within 3 months of the close of the financial year of the Permaculture Tasmania Inc. with the location rotating across Tasmania
- A **Quorum** shall be 3 Executive Members present and eligible to vote.
- Any Member of Permaculture Tasmania Inc. shall have the right to seek 75% State Executive Committee approval to call a Special Meeting.

12 - Standing Orders and By-Laws

- The State Executive Committee shall create By-Laws and Procedures, not defined in the Constitution, at any time necessary to protect the Aims, Objectives and viability of the Permaculture Tasmania Inc.
- The Membership Secretary will ensure New Members shall be informed of their right to view and obtain a copy of the Constitution.
- Each Member shall have one vote; proxy vote at the discretion of the President.
- Disputes shall be resolved by the State Executive Committee, the complainant and a JP chosen by the complainant. All relevant documents are to be made available and copies provided.
- A review shall be conducted by the State Executive Committee, before AGM or Special Meeting, to investigate all outstanding matters and correspondence that has not been finalized.
- All decisions by the State Executive Committee including but not limited to partnership agreements/collaboration, purchases, involvement in public events and other decisions must be voted for in writing with a quorum and documentation filed accordingly. At the next State Committee meeting these notes will be included into the meeting minutes as a second note for record.

13 - Alteration to Constitution

- This Constitution may be amended by Special Resolution, moved in due form (at least 7 days notice in writing) and carried by a 75% yes vote by all Members, together with a 75% yes vote by all State Executive Committee Members, present and eligible to vote at AGM or Special Meeting.

14 - Winding-Up

- A Quorum at AGM or Special Meeting, together with a complete Executive, may resolve to wind-up the Association.
- Liability of Members is limited to all fees and charges they have committed themselves to.
- Surplus assets are to be sold and proceeds distributed to a charity at the discretion of the Executive.