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**The Women's Party**

# **Constitution**

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## Part 1 - Preliminary

### 1. Definitions

(1) In this constitution:

**AEC** means the Australian Electoral Commission.

**Executive committee Members** means the executive management of The Women's Party;

**Office bearers** means president, vice president secretary and treasurer but can also be the members of the executive committee

**The Women's Party** means also the Party

**Candidate Guidelines** means the rules for selection of candidates for The Women's Party as specified in clause 45 of this constitution.

**Charter** means the document contemplated in clause 45 of this constitution.

**Documents** means the documents as defined in clause 45 of this constitution.

**extraordinary general meeting** means a general meeting of The Women's Party other than an annual general meeting.

**AEC means** The Australian Electoral Commission.

**State Electoral commission means** Any and all State Electoral Commissions.

**ordinary member** means a member of the Women's Party and who is not part of the executive committee and who is not an office-bearer of the Women's Party.

**Rules** means the rules of the Women's Party as specified in clause 45 of this constitution.

**secretary** means:

- (a) the person holding office under this constitution as secretary of Women's Party, or
- (b) if no such person holds that office - the public officer of the Australian Women's Party.

(2) In this constitution:

(a) a reference to a function includes a reference to a power, authority and duty, and

(b) a reference to the exercise of a function includes, if the function is a duty, a reference to the performance of the duty.

(c)

## Part 2 – Objectives.

### 2. Objectives of The Women's Party.

The objectives of the Women's Party are as follows:

- (1) **The Women's Party** is a political movement to primarily attain equal

representation of women in our federal and state parliaments and to select and endorse candidates so that we may have an equal input and say in the decision-making process in the management of our Nation.

- (2) **The Women's Party** is about care and the creating of equality and respect between women and men to our common benefit, regardless as to who we choose to be in our lives as contributing parts of our society. And so, empower women on all levels of our society to contribute to the governance and have an equal say in the management of our nation. **The Women's Party** is about setting aside and bring about change in general attitudes as to gender, race, colour and creed and about demanding the respect that we deserve in our daily contribution to our economy our families our society and our nation.
- (3) **The Women's Party** is about stabilising our politics and setting in motion changes that benefit the women, men and children of our nation **The Commonwealth of Australia**, so that we may work and prosper in our chosen professions and careers in the home, government, commerce and our work places with the fair knowledge that our government us serving us honestly, equally and fairly as it is meant to.
- (4) **The environment and climate change** The Women's Party recognises and supports the works and studies done by various other political parties & bodies and will support and assist to achieve best world practices and policies in Australia and overseas.
- (5) **Our purpose** is to bring about social and political emancipation and the equality of women to the common good of all in our nation.
- (6) **And to bring about the care and recognition of our unique indigenous population and their needs in the Australian constitution.**
- (7) **All party executive positions shall be held by women.**

### **3. Application of Objectives**

- (1) **All party executive positions shall be held by women.**
- (2) Men may be appointed as necessary to various committees to report to and to advise the party executive.
- (3) The Women's Party Has been founded on the principal that the Executive control of the Party shall remain in the hands of women; and that The Women's Party Executive will consist only of women.

Should any member of The Women's Party propose, be they an ordinary member or executive member that: - The Women's Party should change its Constitution to admit men to the executive. The proposer and or seconder shall be deemed to have breached the constitution, it's aims and directions, and the good faith of the Party membership and unless the proposal is immediately withdrawn; Their membership shall be suspended and cancelled forthwith and without notice.

Regardless of anything else following in this constitution

- (4) **The assets and income of The Women's Party shall be applied solely to the**

furtherance of its above-mentioned objects and no portion shall be distributed directly or indirectly to the members of The Women's Party except as bona fide compensation for services rendered or expenses incurred on behalf of The Women's Party.

- (5) In the event of The Women's Party being dissolved, the amount that remains after such dissolution and the satisfaction of all debts and liabilities shall be transferred to another women's organisation with similar purposes which is not carried on for the profit or gain of its individual members.
- (6) Upon AEC registration, The Women's Party Pty Ltd and its shares shall become the beneficial property of The Women's Party.

## **Part 3 - Membership**

### **4. Membership generally**

- (1) A person is eligible to be a member of The Women's Party if:
  - (a) the person is a natural person,
  - (b) the person agrees to be bound by the constitution it aims and directions,
  - (c) the person is not a member of another political party, including any parties registered with the AEC or of a State electoral commission,
  - (d) the person has not been convicted of indictable offence in the 5 years prior to their membership application, and
  - (e) the person has applied and been approved for membership of The Women's Party in accordance with part 3 of this constitution.
- (2) A person is taken to be a member of The Women's Party if the person was one of the individuals on whose behalf an application for registration of The Women's Party is made.

### **5. Application for membership**

- (1) The application of a person for ordinary membership of The Women's Party is available to everyone enrolled or entitled to vote.
  - (a) must be made in writing on the membership form displayed on The Women's Party website, and
  - (b) must be lodged with the secretary or president or authorised employee of The Women's Party.
- (2) As soon as practicable after receiving an application for membership, the secretary or president must determine whether to approve or to reject the application.
  - (a) The approval or rejection of an application for membership is at the discretion of the secretary or president.
  - (b) The secretary or president is not required to provide any reasons for rejection of an application for membership.
  - (c) The executive committee shall, without qualification, have the right to reject any person's application for membership.
- (3) As soon as practicable after the secretary or president makes that determination, the secretary or president or a designated employee must:
  - (a) notify the applicant, in writing, that the application was approved or rejected (whichever is applicable), and
  - (b) if the application is approved, request the applicant to pay (within the period of 28 days after receipt by the applicant of the notification) the sum payable under this constitution by a member as entrance fee and annual subscription.
- (4) The executive committee member or employee must, on payment by the applicant of the amount(s) referred to in subclause (3) (b) within the period referred to in that provision, enter or cause to be entered the applicant's name in the register of members and, on the name being so entered, the applicant becomes a member of The Women's Party.

### **6. Cessation of membership**

A person ceases to be a member of The Women's Party if the person:

- (a) dies, or
- (b) resigns membership, or
- (c) is expelled from The Women's Party, or
- (d) fails to pay any compulsory annual membership fee under clause 9 (2) within 3 months after the fee is due.

### ***7. Membership entitlements not transferable***

A right, privilege or obligation which a person has by reason of being a member of The Women's Party:

- (a) is not capable of being transferred or transmitted to another person, and
- (b) terminates on cessation of the person's membership.

### ***8. Resignation of membership***

- (1) A member of The Women's Party may resign from membership of the Party by first giving to the secretary or president or authorised employee written notice of at least one day (or such other period as the executive committee may determine) of the member's intention to resign and, on the expiration of the period of notice, the member ceases to be a member.
- (2) If a member of The Women's Party ceases to be a member under sub clause (1), and in every other case where a member ceases to hold membership, the secretary or president or authorised employee must make an appropriate entry in the register of members recording the date on which the member ceased to be a member.

### ***9. Register of members***

- (1) The office bearers of The Women's Party must establish and maintain a register of members of the Party specifying the name and postal or residential address of each person who is a member of the Party together with the date on which the person became a member.
- (2) The register of members must be kept at the registered office of the party.
  - (a) at the main premises of the State Party, or
  - (b) if the Party has no premises, at the Party's official address.
- (3) The register of members must be open for inspection, free of charge, by any member of the Party at any reasonable hour.
- (4) A member of The Women's Party may obtain a copy of any part of the register on payment of a fee of not more than \$1 for each page copied.
- (5) If a member requests that any information contained on the register about the member (other than the member's name) not be available for inspection that information must not be made available for inspection.
- (6) A member must not use information about a person obtained from the register to contact or send material to the person, other than for:
  - (a) the purposes of sending the person a newsletter, a notice in respect of a meeting or other event relating to The Women's Party or other material relating to The Women's Party, or
  - (b) any other purpose necessary to comply with the running and management of The Women's Party.

### ***10. Fees and subscriptions***

- (1) A member of The Women's Party on admission to membership, do not pay a



joining fee for three years.

- (2) In addition to any amount payable by the member under sub clause (1), a member of The Women's Party must pay to the Party any compulsory annual membership fee as determined by the executive committee.

### **11. Members' liabilities**

The liability of a member of The Women's Party to contribute towards the payment of the debts and liabilities of The Women's Party or the costs, charges and expenses of the winding up of The Women's Party is limited to the amount, if any, unpaid by the member in respect of membership of The Women's Party as required by clause 10.

### **12. Resolution of disputes**

- (1) In the case of disputes between a member and another member, or a member and The Women's Party, the parties to the dispute must meet and discuss the matter in dispute and, if possible, resolve the dispute within 28 days after the dispute comes to the attention of all the parties. If the parties are unable to resolve the dispute at the meeting the parties may choose to meet and discuss the dispute before an independent third person agreed to by the parties.

### **13. Disciplining of members**

- (1) A complaint may be made to the executive committee by any person that a member The Women's Party:
  - (a) has refused or neglected to comply with a provision or provisions of this constitution, or
  - (b) has willfully acted in a manner prejudicial to the objectives, interests or philosophy of The Women's Party.
- (2) The executive committee may refuse to deal with a complaint if it considers the complaint to be trivial or vexatious in nature.
- (3) If the executive committee decides to deal with the complaint, the executive committee:
  - (a) must cause notice of the complaint to be served on the member concerned, and
  - (b) must give the member at least 14 days from the time the notice is served within which to make submissions to the executive committee in connection with the complaint, and
  - (c) must take into consideration any submissions made by the member in connection with the complaint.
- (4) The executive committee may, by resolution, expel the member from The Women's Party or suspend the member from membership of The Women's Party if, after considering the complaint and any submissions made in connection with the complaint, it is satisfied that the facts alleged in the complaint have been proved and the expulsion or suspension is warranted in the circumstances.
- (5) If the executive committee expels or suspends a member, the secretary must, within 7 days after the action is taken, cause written notice to be given to the member of the action taken, of the reasons given by the executive committee for having taken that action and of the member's right of appeal under clause 13.
- (6) The expulsion or suspension does not take effect:

- (a) until the expiration of the period within which the member is entitled to appeal against the resolution concerned, or
  - (b) if within that period the member exercises the right of appeal, unless and until The Women's Party confirms the resolution under clause 13, whichever is the later.
- (7) No member should stand as an independent candidate or candidate for another political party at a federal election or by-election. Any such member must resign their membership within 7 days of their nomination to stand being lodged with the AEC. If the member does not resign they shall be expelled forthwith upon written notice by the president or secretary on behalf of the executive committee.
- (8) Sub clause 13(7) also applies to any member who stands as an independent candidate or candidate for another political party at a state or local election or by-election, having lodged their nomination with the AEC or State Electoral Commission.

#### **14. Right of appeal of disciplined member**

- (1) A member may appeal to The Women's Party in general meeting against a resolution of the executive committee under clause 12, within 14 days after notice of the resolution is served on the member, by lodging with the secretary a notice to that effect.
- (2) The notice may, but need not, be accompanied by a statement of the grounds on which the member intends to rely for the purposes of the appeal.
- (3) On receipt of a notice from a member under sub clause (1), the secretary must notify the executive committee which is to convene a general meeting of The Women's Party to be held within 28 days after the date on which the secretary received the notice.
- (4) At a general meeting of The Women's Party convened under sub clause (3):
  - (a) no business other than the question of the appeal is to be transacted, and
  - (b) the executive committee and the member must be given the opportunity to state their respective cases orally or in writing, or both, and
  - (c) the members present are to vote by secret ballot on the question of whether the resolution should be confirmed or revoked.
- (5) The appeal is to be determined by a simple majority of votes cast by the executive committee members of The Women's Party.

## **Part 4 - The Executive committee**

### **15. Powers of the executive committee**

The executive committee of The Women's Party in a general meeting:

- (a) is to control and manage the affairs of The Women's Party, and
- (b) may exercise all such functions as may be exercised by The Women's Party, other than those functions that are required by this constitution to be exercised by a general meeting of members of The Women's Party, and
- (c) has power to perform all such acts and do all such things as appear to the executive committee to be necessary or desirable for the proper management of the affairs of The Women's Party, and
- (d) shall adhere to the Candidate Guidelines when endorsing candidates for federal, state and local elections.
- (e) shall determine the allocation of The Women's Party's preferences, if required, in relation to any federal, state or local election.

### **16. Composition and membership of executive committee**

- (1) The executive committee of The Women's Party will be The Women's Party office-bearers, including president, vice president, secretary and treasurer.
- (2) The total number of executive committee members is to be between 3 and 10, as determined at the annual general meeting.
- (3) The executive committee is to consist of:
  - (a) the office-bearers of The Women's Party, and
  - (b) at least 1 ordinary executive committee member, each of whom is to be elected at the annual general meeting of The Women's Party under clause 16.
- (4) The office-bearers of The Women's Party are as follows:
  - (a) the president,
  - (b) the vice-president,
  - (c) the treasurer,
  - (d) the secretary.
- (5) The party secretary has been appointed on formation by the founding members and shall hold that position for a minimum period of four years from the registration of the party with the AEC, unless she resigns her position. Regardless of any other article or provision in this constitution. She shall be deemed have life membership of the party.
- (6) The Party Treasurer has been appointed on formation by the founding members and shall hold that position until the first general meeting of the Party.
- (7) The Party secretary and the Party treasurer may appoint nominees to fill vacant positions on the Executive committee.
- (8) An executive committee member may hold up to 2 offices (other than both the president and vice-president offices).

Each member of the executive committee is subject to this constitution and their agreement, to hold office until the conclusion of the annual general meeting following the date of the member's election, but is eligible for re-election.

## **17. Election of executive committee members**

- (1) Nominations of candidates for election as office-bearers of The Women's Party or as executive committee members:
  - (a) must be made in writing, signed by 2 members of The Women's Party and accompanied by the written consent of the candidate (which may be endorsed on the form of the nomination), and
  - (b) must be delivered to the secretary of The Women's Party at least 7 days before the date fixed for the holding of the annual general meeting at which the election is to take place.
- (2) If insufficient nominations are received to fill all vacancies on the executive committee, the candidates nominated are taken to be elected and further nominations are to be received at the annual general meeting.
- (3) If insufficient further nominations are received, any vacant positions remaining on the executive committee are taken to be casual vacancies.
- (4) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected.
- (5) If the number of nominations received exceeds the number of vacancies to be filled, a ballot is to be held.
- (6) The ballot for the election of office-bearers and executive committee members is to be conducted at the annual general meeting in such usual and proper manner as the executive committee may direct.
- (7) A person nominated as a candidate for election as an office-bearer or as an ordinary executive committee member of The Women's Party must be a member of The Women's Party.

## **18. Secretary**

- (1) The secretary of The Women's Party must, as soon as practicable after being appointed as secretary, lodge notice with The Women's Party of her address.
- (2) It is the duty of the secretary to keep minutes of:
  - (a) all appointments of office-bearers and members of the executive committee, and
  - (b) the names of members of the executive committee present at an executive committee meeting or a general meeting, and
  - (c) all proceedings at executive committee meetings and general meetings.
- (3) The secretary is responsible for carrying out the administration and the conduct of the correspondence of The Women's Party.
- (4) Minutes of proceedings at a meeting must be signed by the chairperson of the meeting or by the chairperson of the next succeeding meeting.
- (5) The secretary shall be deemed to be President of the Party at any time that the position is vacant.

## **19. Treasurer**

It is the duty of the treasurer of The Women's Party to ensure:

- (a) that all money due to the Australian Women's Party is collected and received and that all payments authorised by the Australian Women's Party are made, and

- (b) that correct books and accounts are kept showing the financial affairs of The Women's Party, including full details of all receipts and expenditure connected with the activities of the Australian Women's Party.

## **20. Casual vacancies**

- (1) In the event of a casual vacancy occurring in the membership of the executive committee, the executive committee may appoint a member of the Australian Women's Party to fill the vacancy and the member so appointed is to hold office, subject to this constitution, until the conclusion of the annual general meeting next following the date of the appointment.
- (2) A casual vacancy in the office of a member of the executive committee occurs if the member:
  - (a) dies, or
  - (b) ceases to be a member of The Women's Party, or
  - (c) resigns office by notice in writing given to the secretary, or
  - (d) is removed from office under clause 20, or
  - (e) becomes a mentally incapacitated person, or
  - (f) is absent without the consent of the executive committee from 3 consecutive meetings of the executive committee, or
  - (g) is convicted of an indictable offence involving fraud or dishonesty for which the maximum penalty on conviction is imprisonment for not less than 3 months, or

## **21. Removal of executive committee members**

- (1) The Women's Party in general meeting may by special resolution remove any member of the executive committee from the office of member before the expiration of the member's term of office and may by resolution appoint another person to hold office until the expiration of the term of office of the member so removed.
- (2) If a member of the executive committee to whom a proposed resolution referred to in sub clause (1) relates makes representations in writing to the secretary or president (not exceeding a reasonable length) and requests that the representations be notified to the members of The Women's Party, the secretary or the president may send a copy of the representations to each member of the Australian Women's Party or, if the representations are not so sent, the member is entitled to require that the representations be read out at the meeting at which the resolution is considered.

## **22. Executive committee meetings and quorum**

- (1) The executive committee must meet at least 2 times in each period of 12 months at such place and time as the executive committee may determine.
- (2) Additional meetings of the executive committee may be convened by the president.
- (3) Oral or written notice of a meeting of the executive committee must be given by the secretary to each member of the executive committee at least 48 hours (or such other period as may be unanimously agreed on by the members of the executive committee) before the time appointed for the holding of the meeting.

- (4) Notice of a meeting given under sub clause (3) must specify the general nature of the business to be transacted at the meeting and no business other than that business is to be transacted at the meeting, except business which the executive committee members present at the meeting unanimously agree to treat as urgent business.
- (5) One half or more of the members of the executive committee shall constitute a quorum for the transaction of the business of a meeting of the executive committee.
- (6) No business is to be transacted by the executive committee unless a quorum is present and if, within half an hour of the time appointed for the meeting, a quorum is not present, the meeting is to stand adjourned to the same place and at the same hour of the same day in the following week.
- (7) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting is to be dissolved.
- (8) At a meeting of the executive committee:
  - (a) the president or, in the president's absence, the vice-president is to preside, or
  - (b) if the president and the vice-president are absent or unwilling to act, such one of the remaining members of the executive committee as may be chosen by the members present at the meeting is to preside.

### ***23. Delegation by executive committee to sub-executive committee***

- (1) The executive committee may, by instrument in writing, delegate to one or more sub-executive committees (consisting of such member or members of The Women's Party as the executive committee thinks fit) the exercise of such of the functions of the executive committee as are specified in the instrument, other than:
  - (a) this power of delegation, and
  - (b) a function which is a duty imposed on the executive committee by any other law.
- (2) A function the exercise of which has been delegated to a sub-executive committee under this clause may, while the delegation remains unrevoked, be exercised from time to time by the sub-executive committee in accordance with the terms of the delegation.
- (3) A delegation under this clause may be made subject to such conditions or limitations as to the exercise of any function, or as to time or circumstances, as may be specified in the instrument of delegation.
- (4) Despite any delegation under this clause, the executive committee may continue to exercise any function delegated.
- (5) Any act or thing done or suffered by a sub-executive committee acting in the exercise of a delegation under this clause has the same force and effect as it would have if it had been done or suffered by the executive committee.
- (6) The executive committee may, by instrument in writing, revoke wholly or in part any delegation under this clause.
- (7) A sub-executive committee may meet and adjourn as it thinks proper and may co-opt members or other persons as it sees fit to form part of the sub-executive committee.

## **24. Voting and decisions**

- (1) Questions arising at a meeting of the executive committee or of any sub-executive committee appointed by the executive committee are to be determined by a majority of the votes of members of the executive committee or sub-executive committee present at the meeting.
- (2) Each member present at a meeting of the executive committee or of any sub-executive committee appointed by the executive committee (including the person presiding at the meeting) is entitled to one vote but, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.
- (3) Subject to clause 21 (5), the executive committee may act despite any vacancy on the executive committee.
- (4) Any act or thing done or suffered, or purporting to have been done or suffered, by the executive committee or by a sub-executive committee appointed by the executive committee, is valid and effectual despite any defect that may afterwards be discovered in the appointment or qualification of any member of the executive committee or sub-executive committee.

## **Part 5 - General Meetings**

### **25. Annual general meetings - holding of**

- (1) The Women's Party must hold its first annual general meeting within 18 months after its registration.
- (2) The Women's Party must hold its annual general meetings:
  - (a) within 6 months after the close of The Women's Party's financial year, or
  - (b) within such later time as may be allowed by the executive committee

### **26. Annual general meetings - calling of and business at**

- (1) The annual general meeting of The Women's Party is to be convened on such date and at such place and time as the executive committee thinks fit.
- (2) In addition to any other business which may be transacted at an annual general meeting, the business of an annual general meeting is to include the following:
  - (a) to confirm the minutes of the last preceding annual general meeting and of any extraordinary general meeting held since that meeting,
  - (b) to receive from the executive committee reports on the activities of The Women's Party during the last preceding financial year,
  - (c) to elect office-bearers of The Women's Party and executive committee members,
  - (d) to receive and consider any financial statement or report required to be submitted to members under the Act.
- (3) An annual general meeting must be specified as such in the notice convening it.

### **27. Extraordinary general meetings - calling of**

- (1) The executive committee may, whenever it thinks fit, convene an extraordinary general meeting of The Women's Party.
- (2) The executive committee must, on the requisition in writing of at least 10 per cent of the total number of members, convene an extraordinary general meeting of The Women's Party.
- (3) A requisition of members for an extraordinary general meeting:
  - (a) must state the purpose or purposes of the meeting, and
  - (b) must be signed by the members making the requisition, and
  - (c) must be lodged with the secretary, and
  - (d) may consist of several documents in a similar form, each signed by one or more of the members making the requisition.
- (4) If the executive committee fails to convene an extraordinary general meeting to be held within 1 month after that date on which a requisition of members for the meeting is lodged with the secretary, any one or more of the members who made the requisition may convene an extraordinary general meeting to be held not later than 3 months after that date.
- (5) An extraordinary general meeting convened by a member or members as referred to in sub clause (4) must be convened as nearly as is practicable in the same manner as general meetings are convened by the executive committee.



## **28. Notice**

- (1) Except if the nature of the business proposed to be dealt with at a general meeting requires a special resolution of The Women's Party, the secretary must, at least 7 days before the date fixed for the holding of the general meeting, give a notice to each member specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.
- (2) If the nature of the business proposed to be dealt with at a general meeting requires a special resolution of The Women's Party, the secretary must, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be given to each member specifying, in addition to the matter required under sub clause (1), the intention to propose the resolution as a special resolution.
- (3) No business other than that specified in the notice convening a general meeting is to be transacted at the meeting except, in the case of an annual general meeting, business which may be transacted under clause 25 (2).
- (4) A member desiring to bring any business before a general meeting may give notice in writing of that business to the secretary who must include that business in the next notice calling a general meeting given after receipt of the notice from the member.

## **29. Quorum for general meetings**

- (1) No item of business is to be transacted at a general meeting unless a quorum of members entitled under this constitution to vote is present during the time the meeting is considering that item.
- (2) Three members present (being members entitled under this constitution to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.
- (3) If within half an hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting:
  - (a) if convened on the requisition of members, is to be dissolved, and
  - (b) in any other case, is to stand adjourned to the same day in the following week at the same time and (unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.
- (4) If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being at least 3) are to constitute a quorum.

## **30. Presiding member**

- (1) The president or, in the president's absence, the vice-president, is to preside as chairperson at each general meeting of The Women's Party.
- (2) If the president and the vice-president are absent or unwilling to act, the members present must elect one of their number to preside as chairperson at the meeting.

### **31. Adjournment**

- (1) The chairperson of a general meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place, but no business is to be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
- (2) If a general meeting is adjourned for 14 days or more, the secretary must give written or oral notice of the adjourned meeting to each member of The Women's Party stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
- (3) Except as provided in sub clauses (1) and (2), notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

### **32. Making of decisions**

- (1) A question arising at a general meeting of The Women's Party is to be determined by either:
  - (a) a show of hands, or
  - (b) if on the motion of the chairperson or if 5 or more members present at the meeting decide that the question should be determined by a written ballot—a written ballot.
- (2) If the question is to be determined by a show of hands, a declaration by the chairperson that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the minute book of The Women's Party, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.
- (3) If the question is to be determined by a written ballot, the ballot is to be conducted in accordance with the directions of the chairperson.

### **33. Special resolutions**

A special resolution may only be passed by The Women's Party's executive committee.

### **34. Voting**

- (1) On any question arising at a general meeting of The Women's Party a member has one vote only.
- (2) In the case of an equality of votes on a question at a general meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.
- (3) A member is not entitled to vote at any general meeting of The Women's Party unless all money due and payable by the member to The Women's Party has been paid.
- (4) A member is not entitled to vote at any general meeting of The Women's Party if the member is under 18 years of age.

### **35. Proxy votes not permitted**

Proxy voting must not be undertaken at or in respect of a general meeting.

### **36. Postal ballots**

- (1) The Women's Party may hold a postal ballot to determine any issue or

proposal (other than an appeal under clause 13).

- (2) A postal ballot is to be conducted in accordance with Schedule 3 to the Regulation.

## **Part 6 - Miscellaneous**

### **37. Insurance**

The Women's Party may affect and maintain insurance.

### **38. Funds - source**

- (1) The funds of The Women's Party are to be derived from entrance fees and annual subscriptions of members, donations and, subject to any resolution passed by The Women's Party in general meeting, such other sources as the executive committee determines.
- (2) All money received by The Women's Party must be deposited as soon as practicable and without deduction to the credit of The Women's Party's bank or other authorised deposit-taking institution account.
- (3) The Australian Women's Party must, as soon as practicable after receiving any money, issue an appropriate receipt.

### **39. Funds - management**

- (1) Subject to any resolution passed by The Women's Party in general meeting, the funds of The Women's Party are to be used in pursuance of the objects of the Australian Women's Party in such manner as the executive committee determines.
- (2) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by two members of the executive committee or, the president authorised in writing to do so or two employees of The Women's Party whilst authorised in writing by the executive committee to do so.

### **40. Change of name, objects and constitution**

An application of a change in The Women's Party's name, objects or constitution is to be made by the public officer or an executive committee member.

### **41. Custody of books etc.**

Except as otherwise provided by this constitution, the public officer must keep in his or her custody or under his or her control all records, books and other documents relating to The Women's Party.

### **42. Inspection of books etc.**

- (1) The following documents must be open to inspection, free of charge, by a member of The Women's Party at any reasonable hour with 7 days' notice:
  - (a) records, books and other financial documents of the Australian Women's Party,
  - (b) this constitution,
  - (c) minutes of all executive committee meetings and general meetings of The Women's Party.

### **43. Service of notices**

- (1) For the purpose of this constitution, a notice may be served on or given to a person:

- (a) by delivering it to the person personally, or
  - (b) by sending it by pre-paid post to the address of the person, or
  - (c) by sending it by facsimile transmission or phone or some other form of electronic transmission to an address specified by the person for giving or serving the notice.
- (2) For the purpose of this constitution, a notice is taken, unless the contrary is proved, to have been given or served:
- (a) in the case of a notice given or served personally, on the date on which it is received by the addressee, and
  - (b) in the case of a notice sent by pre-paid post, on the date when it would have been delivered in the ordinary course of post, and
  - (c) in the case of a notice sent by facsimile transmission or some other form of electronic transmission, on the date it was sent or, if the machine from which the transmission was sent produces a report indicating that the notice was sent on a later date, on that date.

#### **44. Financial year**

The financial year of The Women's Party is:

- (a) the period of time commencing on the date of registration and incorporation with the AEC of The Women's Party and ending on the following 30 June, and
- (b) each period of 12 months after the expiration of the previous financial year of The Women's Party, commencing on 1 July and ending on the following 30 June.

#### **45. Charter, Rules and Candidate Guidelines**

- (1) The executive committee may from time to time in its sole discretion amend, adopt or replace the following not inconsistent with this constitution:
- (a) a Charter, setting out the principles and values of The Women's Party,
  - (b) Rules that are not inconsistent with this constitution,
  - (c) Candidate Guidelines, setting out the procedures for which The Women's Party will endorse candidates for federal, state and local elections.

#### **46. Constitution**

This constitution can be altered (including an alteration to The Women's Party's name and the abbreviated name) by resolution of the executive committee members of The Women's Party.

#### **47. Matters not dealt with within the constitution**

When considering any matter or situation not specifically addressed in this constitution, the Executive committee shall deal with the matter in a manner consistent with the spirit of this constitution and the objectives of The Women's Party.

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