

<u>Number 2</u>	<u>Title of document & Date</u>
• -Document A	Friends of Damper Creek Governance 2009
• Document B	Friends of Damper Creek Reserve Inc. By-Laws Wednesday 27 August 2014
• Document C	<u>One Addition - Friends of Damper Creek Reserve Inc. By-Laws</u> Wednesday 22 October 2014
• Document D	<u>Two Additions - Friends of Damper Creek Reserve Inc. By-Laws Wednesday 26 November 2014</u>

“Friends of Damper Creek Reserve Inc. By-Laws”:dated 23/8/2017

To be filed together with the document “Consumer Affairs Victoria, Associations Incorporation Reform Act 2012, Model Rules for an Incorporated Association – the Friends of Damper Creek Reserve Inc.”

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1. That matters of continuing importance to the functioning of the Friends of Damper Creek Reserve Inc. (FoDCR) be included in a new document to be called “*Friends of Damper Creek Reserve By-Laws*”. The contents will be kept in the same file as the document “*Consumer Affairs Victoria, Association Incorporation Reform Act 2012, Model Rules for an Incorporated Association - the Friends of Damper Creek Reserve Inc.*” as the Model Rules will now replace the original Constitution. (Approved at the AGM on 27 August 2014)
2. Equipment owned by the Friends of Damper Creek Reserve Inc. is for the exclusive use of the Friends Group or by a member undertaking an activity sanctioned by the Executive on behalf of the Group. The equipment may not be lent or hired for non FoDCR activities. (Approved at the AGM on 27 August 2014)
3. Under normal circumstances, the Friends Group may meet monthly except in December and January. (Approved at the AGM on 27 August 2014)).
4. The FoDCR Committee of Management (the Executive) may hold an extra meeting(s), as required, separate to the General Meetings of members, referred to in 3 above. (Approved at the AGM on 27 August 2014).
5. In addition to the categories of membership advised in the Model Rules, (annual single and annual family memberships) a General Meeting will approve the addition of an “Enduring membership” by which is meant “*membership of the Association for the life of the member(s)*”. Family membership is constituted by those family members residing at the one address. (Approved at the AGM on 27 August 2014)

Other categories of memberships of FoDCR are

- “*Officials*” being Local, State or Federal government members whose electorates include the area of Damper Creek Reserve, or who serve as officers of the City of Monash. The category “*Officials*” may also include other Friends’ Groups, or members of the community who contribute knowledge and expertise; these members do not enjoy the vote. (Approved at the AGM on 27 August 2014)
 - “*Honorary Life Memberships*” which have been voted for, and endorsed by a General Meeting, are Honorary members whose contributions have been deemed as “outstanding”. No annual membership fee is applicable to these members but they may vote at any meeting. (Approved at the AGM on 27 August 2014).
6. In the case of a proposed development on land abutting Damper Creek Reserve which the FoDCR considers inappropriate, and not in the best interest of the Reserve, the FoDCR will offer assistance to oppose the

development if such action is approved by a vote of members at a general meeting of the FoDCR.
(Approved at the AGM on 27 August 2014)

7. **The Committee may publish a monthly newsletter, which may be distributed in hard copy or electronically to all members.** *(Approved at the AGM on 27 August 2014).*
8. **The membership fee for each membership category will be set at the first general meeting of members following the Annual General Meeting.** *(Approved at the AGM on 27 August 2014)*
9. **Subscription fees** *(Addition to the By-Laws at Oct 2014 meeting– Noted as above as Document C)*
That the FoDC yearly subscription be increased as follows: Single \$5, (from \$2); Family \$10 (from \$5), and an *Enduring membership* to remain at \$50. Revised fees begin in August 2015. *(Approved at FoDC general meeting Wednesday 22 October 2014).*
10. **Subscriptions – rules** *(Addition to the By-Laws at Nov 2014 meeting – noted as above as Document D)*
If a subscription payment is made within four months of August then the subscription is for the full following year *(Approved at FoDC general meeting Wednesday 26 November 2014).*
11. **Length of Tenure – Office Holders** *(Addition to the By-Laws at Nov 2015 meeting – noted above as Document D)*
That the maximum consecutive term as a Committee member of FoDC is capped at two years for President, three years for Secretary, two years for Vice President, and three years for Treasurer. *(Approved at FoDC general meeting Wednesday 26 November 2014).*
12. **The Membership Manager is an ex officio member of the Management Committee.**

Signed (President) Doug Scott

Signed (Vice-President) Frank Carder

Signed (Secretary) Campbell Miles

Signed (Treasurer) Jenny Scholes

Dated: 23 August 2017

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