

THE AUSTRALIAN AND NEW ZEALAND MAP SOCIETY INCORPORATED

CONSTITUTION

(Consolidated Version including amendments approved at the Annual General Meeting in Brisbane on 15 March 2009)

NAME

1. The name of the incorporated association shall be The Australian and New Zealand Map Society Incorporated, hereinafter called 'the Society'.

PURPOSES

2. The purposes of the Society shall be:

(a) To promote the development and effective exploitation of map collections throughout Australia and New Zealand;

(b) To improve the skills and status of persons working in map collections; and

(c) To promote communication between producers, users and curators of maps.

MEMBERSHIP

3. The Society shall consist of Ordinary, Institutional, Emeritus and Student members and such Honorary members as may be elected. Honorary members and financial members are entitled to attend all ordinary meetings of the Society and to receive copies of the journal.

4. Ordinary membership shall be available to any person who subscribes to the purposes of the Society. A financial Ordinary member has the right to vote for, and to hold office in, the Committee of the Society.

5. Institutional membership shall be available to any firm, organisation or institution that subscribes to the purposes of the Society. Each Institutional member is entitled to nominate one person who shall have the same rights as an Ordinary member, except the right to hold office.

6. Emeritus membership shall be open to Ordinary members who have been financial members for at least ten years and who can satisfy the Committee that they are not in receipt of full-time salary or wages. An Emeritus member shall have the same rights as an Ordinary member and shall pay a subscription set by the Committee that shall be as nearly as practicable two-thirds of the ordinary subscription.

7. Student membership shall be open to bona fide full-time or part-time students. Student members shall have no voting rights, nor the right to hold office. Student membership fees shall be at a rate lower than those of other classes of members.

8. Membership shall not become effective until payment of the appropriate subscription has been made. Such payment will entitle the member to receive a copy of each journal published during that current year.

9. The annual subscription shall become due on the first day of January of each year. Members who fail to pay the appropriate subscription within three calendar months of the due date shall be deemed to be unfinancial, and if the subscription remains unpaid, their names may be removed from the register of members.

10. Nomination for Honorary membership shall be submitted in writing to the Committee by a minimum of six Honorary, Emeritus or Ordinary members together with supporting evidence for such a distinction. Approval for election as an Honorary member will be by a 75% majority vote of Honorary, Emeritus or Ordinary members present at a General Meeting. An Honorary member has the same rights as an Ordinary member, and is exempt from the payment of annual subscriptions.

EXPULSION AND SUSPENSION OF MEMBER

11.(1) Subject to this Constitution, the Committee may by resolution -

(a) expel a member from the Society; or

(b) suspend a member from membership of the Society for a specified period -if the Committee is of the opinion that the member -

(c) has refused or neglected to comply with the Constitution; or

(d) has been guilty of conduct unbecoming a member or prejudicial to the interests of the Society.

(2) A resolution of the Committee under sub-clause (1) -

(a) does not take effect unless the Committee, at a meeting held not earlier than 14 and not later than 28 days after the service on the member of a notice under sub-clause (3) confirms the resolution in accordance with this clause; and

(b) where the member exercises a right of appeal to the Society under this clause, does not take effect unless the Society confirms the resolution in accordance with this clause.

(3) If the Committee passes a resolution under sub-clause (1), the Secretary shall, as soon as practicable, cause to be served on the member a notice in writing -

(a) setting out the resolution of the Committee and the grounds on which it is based;

(b) stating that the member may address the Committee at a meeting to be held not earlier than 14 and not later than 28 days after service of the notice;

(c) stating the date, place and time of that meeting;

(d) informing the member that he may do one or more of the following:

(i) attend that meeting;

(ii) give to the Committee before the date of that meeting a written statement seeking the revocation of the resolution; and

(iii) not later than 24 hours before the date of the meeting lodge with the Secretary a notice to the effect that he wishes to appeal to the Society at a General Meeting against the resolution.

(4) At a meeting of the Committee held in accordance with sub-clause (2), the Committee -

(a) shall give to the member an opportunity to be heard;

(b) shall give due consideration to any written statement submitted by the member; and

(c) shall by resolution determine whether to confirm or to revoke the resolution.

(5) If the Secretary receives a notice under sub-clause (3), he shall notify the Committee and the Committee shall convene a General Meeting of the Society to be held within twenty-one days after the date on which the Secretary received the notice.

(6) At a General Meeting of the Society convened under sub-clause (5) -

(a) no business other than the question of the appeal shall be transacted;

(b) the Committee may place before the meeting details of the grounds for the resolution and the reasons for the passing of the resolution;

(c) the member shall be given an opportunity to be heard; and

(d) the members present shall vote by secret ballot on the question whether the resolution should be confirmed or revoked.

(7) If at the General Meeting -

(a) two-thirds of the members vote in person or by proxy in favour of the confirmation of the resolution, the resolution is confirmed; and

(b) in any other case, the resolution is revoked.

FINANCE

12. The financial year shall end on the thirty-first day of December and an audited financial statement shall be presented to the Committee prior to its submission to the next General Meeting.

REGISTER OF MEMBERS

13. The Business Manager shall keep and maintain a register of Honorary and financial members in which shall be entered the name and address of each member. The register shall be available for inspection and copying by members on request.

MEETINGS

14. Ordinary meetings for discussions concerning matters related to the purposes of the Society shall be held from time to time.

15. General Meetings to consider business shall be held to coincide with each Annual Conference. The quorum at a General Meeting shall be ten Honorary and financial Emeritus Ordinary and Institutional members of the Society. At least one calendar month's notice of such a meeting shall be given.

16. Except as otherwise provided by the Constitution, all questions before a General Meeting shall be decided by a majority of the votes of the Honorary members and financial Emeritus, Ordinary and Institutional members present, the President having a deliberative and, in the case of equality of voting, a casting vote.

COMMITTEE

17. The general business of the Society shall be conducted by a Committee of Honorary and financial Emeritus and Ordinary members consisting of a President, Vice President, Secretary and Business Manager. From time to time, the Committee may co-opt certain Honorary and financial members to advise, assist and perform such duties as the Committee may assign to them.

18. The functions of the Committee are to conduct the business of the Society and to represent the members of the Society in negotiations affecting Australian and New Zealand map curatorship, and allied interests. It shall prepare an Annual Report, that shall be circulated to all Honorary and financial members prior to the General Meeting.

ELECTION OF OFFICERS AND VACANCY

19. Members of the Committee shall hold office for one year and shall be eligible for re-election.

20. Nominations for the next Committee will be called for prior to the General Meeting by the retiring Committee. All members shall be advised of nominations after a closing date to be decided

by the Committee. Only Honorary members, and those Emeritus and Ordinary members who are financial, may be nominated for election to any office in the Society.

21. Election of each officer shall be by simple majority of the votes returned.

22. Postal and proxy votes will be received prior to the General Meeting. Votes received after the General Meeting will be considered invalid. Proxy votes must be signed by an Honorary member or financial Emeritus, Ordinary or Institutional member.

23. The conduct of elections shall be in the hands of a Returning Officer appointed by the Committee. Such Returning Officer may not be a candidate for election in any vote conducted by him.

24. The office of an officer of the Committee becomes vacant if that officer:

(a) ceases to be a member of the Society;

(b) resigns from office by notice in writing given to the Secretary; or

(c) is removed by resolution of the Committee.

25. The Committee shall have the power to fill extraordinary vacancies by co-option of Honorary members and financial Emeritus and Ordinary members. Such co-opted officers shall hold office until the next General Meeting.

SECRETARY

26. The Secretary of the Society shall keep minutes of the resolutions and proceedings of each General Meeting in books provided for that purpose.

BUSINESS MANAGER

27. The Business Manager of the Society

(a) shall collect and receive all moneys due to the Society and make all payments authorised by the Society;

(b) shall keep correct accounts and books showing the financial affairs of the Society with full details of all receipts and expenditure connected with the activities of the Society; and

(c) shall maintain a register of members of the Society.

CHEQUES

28. All cheques, drafts and other negotiable instruments shall be signed by two members of the Committee.

SEAL

29. The Common Seal of the Society shall be kept in the custody of the Secretary.

30. The Common Seal shall not be affixed to any instrument except by the authority of the Committee and the affixing of the Common Seal shall be attested by the signatures either of two members of the Committee or of one member of the Committee and the Public Officer of the Society.

ALTERATIONS TO THE CONSTITUTION AND STATEMENT OF PURPOSES

31. Any motion to alter the Constitution or Statement of Purposes shall be sent to the Secretary in writing over the signatures of not fewer than five Honorary, Emeritus or Ordinary members, not less than eight weeks before the date of a General Meeting. Such a proposal for alteration shall be circulated forthwith to members by the Secretary.

32. Any motion to alter the Constitution or Statement of Purposes shall be discussed at the General Meeting following its circulation. If the motion receives the affirmative votes of 75% of the members voting at the General Meeting, it shall be declared adopted by the President, subject to the provisions of the Act.

CUSTODY OF RECORDS

33. Except as otherwise provided in the Constitution, the Secretary shall keep in his custody or under his control all books, documents and securities of the Society.

34. The Committee shall determine from time to time when such books, documents and securities of the Society shall be treated as archival records and deposited with the Manuscript Section of the State Library of Victoria for safe-keeping.

35. All accounts, books, documents and securities of the Society shall be available for inspection and copying by any members of the Society upon written request to the Committee.

WINDING UP OR CANCELLATION

36. In the event of the winding up, or the cancellation of the incorporation, of the Society, no assets of the Society shall be distributed to members of the Society, but all assets shall be donated to an institution or organisation with purposes similar to those of the Society.

FUNDS

37. The funds of the Society shall be derived from annual subscriptions, donations and such other sources as the Committee determines.

INTERPRETATION

38. "The Act" means the Associations Incorporation Act 1981 (Vic.).

39. Words or expressions contained in this Constitution shall be interpreted in accordance with the Interpretation of Legislation Act 1984 and the Act as in force from time to time.

40. References to male gender specific statements shall include the female.

Explanatory Notes on the History of the ANZMapS Constitution

The original Australian Map Circle (AMC) Constitution was adopted at the General Meeting held at the University of New South Wales, Sydney, on 5 February 1981, subsequently amended at the General Meeting held at the University of Melbourne on 3 February 1983, and further amended at the General Meeting held at Monash University on 30 January 1991.

The incorporation of the Australia Map Circle (AMC) under the Victorian Associations Incorporation Act 1981 occurred in 1996. The Certificate of Incorporation, number A0034021A, was issued on 25 October 1996.

In applying for incorporation under the Victorian Associations Incorporation Act 1981, the then National Executive found it necessary to invoke Section 4 (1) of the Act, to comply with the requirements of the Act. [Section 4 (1) allows the applicant to 'perform all such acts and do all such things as may be necessary for securing the incorporation of the association under the Act, notwithstanding anything to the contrary which may be contained in the constitution of the association'.]

At the Annual General Meeting held at the Australian National University, Canberra, on 29 January 2007, it was resolved that the National Executive should explore, as a matter of urgency, amalgamation with the New Zealand Map Society.

On 15 March 2009, at its Annual General Meeting in Brisbane, AMC members voted by special resolution, and in accordance with Sections 31 and 32 of the Constitution, to change the organisation's name from Australian Map Circle to Australian and New Zealand Map Society Inc. This followed a vote by the members of the New Zealand Map Society to support amalgamation of the two organisations.