

STANDING ORDER 8 **RULES FOR REGIONS**

1. Introduction

- 1.1 The Constitution of the *Australian Association of Men Barbershop Singers Inc.* (AAMBS) trading as Barbershop Harmony Australia (BHA) provides:
- for the formation of geographical regions to better pursue the objectives of the Association
 - that the regions shall operate within a set of rules approved by the National Council
 - that the rules should allow a degree of autonomy in pursuing the Association's objectives to best meet the needs of members within the region
 - that membership of a region shall comprise all those members who reside within the boundaries of the region.
- 1.2 The Regions each have their own individual legal existence but operate in conjunction with the Association and its purpose and each Region may also operate for the benefit of its current registered members or may participate as part of the nationwide operation of the Association. In this respect each Region shall at all times comply with the terms and provisions of this Standing Order.

2. Objectives

- 2.1 The general objectives of the regions are to promote the objectives of the Association in the region, i.e.
- the encouragement of the style of singing known as “barbershop” as defined and promoted by the Barbershop Harmony Society formerly The Society for the Preservation and Encouragement of Barbershop Quartet Singing in America Inc.;
 - to promote and encourage vocal harmony and good fellowship among its members by the formation of local clubs, quartets and regions composed of members interested in the objects of this Association.
- 2.2 In particular and without limiting the generality of 2.1, the regional administration will be responsible for
- organising quartet and chorus singing events and competitions for the region;
 - organising music education activities directed at, but not restricted to, members of the Association residing in the region; and
 - generally assisting the National Council in conducting the affairs of the Association;
- together with all matters incidental to such activities and such other matters as shall be determined by the BHA National Council from time to time.

3. The Regional Board

- 3.1 A Board known as the regional board (“the Board”) shall control and direct the affairs of the region.
- 3.2 This Board shall consist of a number of Delegates comprising so far as possible:
- one or more representatives from each Club in the region (“Club Delegates”), such that each Club has an equal number of delegates; and
 - one person (the “Unaligned Delegate”) to represent both the members of Unaligned Quartets in the region and the Members-at-Large who reside in the region.

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rendered as an officer or employee or for the reimbursement of legitimate expenses incurred on behalf of the region or the Association.

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- 6.2 The region's financial year will match that of the Association. The region will keep such accounting records as correctly record and explain the financial transactions and financial position of the region; and will keep its accounting records in such manner as will enable true and fair accounts to be prepared and be properly audited.
- 6.3 The regional board will maintain bank accounts as reasonably required to facilitate its activities. All such accounts shall be in the name of the Association, account the Region (for example, "AAMBS Inc. Eastern Region Account") or designated in such other manner as the BHA National Council shall approve. All monies received by way of subscriptions, donations and other receipts are to be deposited into the bank account. The authorised signatories to the bank account shall be any two members of the Executive signing jointly.
- 6.4 The Treasurer shall place before each meeting of the regional board a schedule of financial transactions carried out since the previous meeting together with a year-to-date Statement of Income and Expenditure and a current bank balance. The regional board's decision concerning approval of these statements shall be recorded in the minutes of the meeting.
- 6.5 An Honorary Auditor shall be elected annually at the AGM and the name submitted to the Association for approval. The Auditor shall not be a member of the regional board. Where the office of Auditor becomes vacant during the year, the regional board shall nominate a replacement to serve until the following AGM.
- 6.6 The Region will submit all necessary financial records and information to the auditor within thirty days of the end of each financial year or any other period nominated by the Association. These records will include a statement of income and expenditure and a balance sheet, so that the relevant figures can be incorporated into the Association's accounts.
- 6.7 The Auditor shall examine the financial records of the region and furnish a report to members that includes an opinion as to whether the financial statements represent a true and fair view of the region's financial transactions for that year. At the AGM the Treasurer will present the balance sheet and the statement of income and expenditure for the year, together with the Auditor's report.
- 6.8 The Chairman or Treasurer shall add and sign a verification statement to be appended to the annual financial statements that –
"The association keeps financial records in a way which properly records the association's income and expenditure and dealings with its assets and liabilities."

7. Subscriptions

- 7.1 BHA will remit to the region an amount from the subscriptions paid to the Association by its members who live in the region. The amount to be remitted is determined by the BHA National Council from time to time.

8. General Meetings

- 8.1 An Annual General Meeting of the members of the region shall be held within a period of three months after the end of each financial year. The business of the AGM shall include matters arising from the minutes of the previous AGM; reports from the Executive; presentation of audited financial statements; *special resolutions*; *confirmation of board delegate nominations*; and election of the Auditor.
- 8.2 The regional board may convene a Special General Meeting (SGM) at any time by the Secretary giving thirty days written notice to the secretaries of the Clubs, the contact member of each Unaligned Quartet, and each regional Member-at-Large. Such notice shall specify the date, time and place of the meeting and the nature of the business to be transacted. No business other than that specified in the notice convening the SGM is to be transacted at that meeting.

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Attachment "A" to Region Rules

APPOINTMENT OF PROXY

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I, _____
(full name)

of _____
(address)

a member of _____
(name of Club or Unaligned Quartet)

do hereby appoint _____
(full name of Proxy)

or, failing him, the Chairman of the meeting (DELETE IF NOT REQUIRED)

to vote on my behalf at the General Meeting of AAMBS (Name) Region to be held on _____
and at any adjournment of that meeting. *(date)*

Signed _____ *(Member)* _____ *(Date)*

NOTE: A financial member is entitled to appoint another financial member as his Proxy by notice given to the Secretary prior to the commencement of the meeting in respect of which the Proxy is appointed.