



Constitution Rewrite Sub Committee Meeting
Monday 21 May, 2010
Pauline's house, East Fremantle
4.30 – 6.30pm
Record of Meeting

Meeting opened 4.30pm

Attendees

Pauline O'Brien, Ilsa Bennion, Ana Nail

Apologies - Nil

Minutes of Previous Meeting

- 1) Acceptance – Accepted by Ilsa
- 2) Business arising

a) Feedback from email / posting re Objects

- (i) Feedback received from yahoo list – specifically including AGWA as a partner; Important to ensure importance of promoting Art Ed memberships/access in regional/country areas and to all unis, tafe, schools in WA to strengthen membership base.
- (ii) Feedback from management -

b) Feedback from Management Committee to further items in Constitution Sub Com report
(see Appendix 1.)

(i) Rule 1. Choice of vocab especially the use of President/Chairperson; VPres/ V/Chairperson
Use President and Vice President – include reference that President acts as the Chairperson

- (ii) Rule 4d&e. selection of Association powers

Include as is

- (iii) Rule 2. re: aligning our membership and financial years eg: Feb 1 to Jan 30?

Gen (Membership Registrar) suggested Jan to Dec.

Pauline pointed out that it is actually currently to 28 Feb 2011 on our Membership cards!

Action: Pauline to contact Gen to talk more about this issue – indicate in draft Rules that financial and membership year dates are still under discussion – post to yahoo list for feedback / ideas on most appropriate dates to suit a school calendar NB Currently membership notices are posted by end of November so that any teacher shifting school at the end of a year will still have their email address correct for such contact.

Items for discussion

1) Review progress from last meeting

See business arising minutes above

2) Work through documentation and suggestions already made from last year's

Constitution Rewrite Sub Committee Meetings re:

a) Membership (Rules 5 – 9 incl.) including discussion on encouraging and managing Partnerships;

- i) Established and discussed a variety of membership types as used by a variety of other Arts and/or based Associations.

- ii) Agreed to proposed the following classes of Membership

(1) Ordinary

(2) Concession

(a) Country

(b) Pre service teacher

(c) Post service teacher (ie Retired – is post service a phrase that is actually used??)

(3) Affiliate

(4) Commercial

(5) Corporate

Non paying membership classes

(6) Honorary

(7) Life

- iii) Suggested scale of payment might be
 - (1) Ordinary \$50; Concession discount of 5% at \$40; Affiliate – same as ordinary \$50; Commercial 2 x ordinary rate \$100;
 - iv) Membership Application –
 - (1) do not need seconding for ordinary, concession, affiliate ... for membership – we accept all – so rules need to indicate application (with proof) by completing a form and paying fee only
 - (2) Commercial membership needs to be accompanied by a signed MoU so will need to go through the Management Committee for approval and signing off by President.
 - v) We will need to add in some more definitions to the front page of Rule 2 - Definitions
- b) Role and examples of an MoU to guide the set up of partnerships**
- i) We looked at a variety of formats including a grants MoU and a sample tool from Neighbourhood Networks RTAP to determine what we would need to include similarly and differently in an MoU with a Commercial business and with a not for profit partnership.
- c) Proxy voting** for members unable to attend a General Meeting (including the AGM) esp. Country members (Rule 20); and
- i) Essential we include this – form will be posted on the website for ease of access by all members at any time.
 - ii) Might an email to another member/executive member – ie Secretary be considered ‘written granting of Proxy’? How would it be managed / overseen – printed email?
 - iii) Should proxy voting also be set up for the Management and sub committees?
- d) Rules of Association (Rules 21 – 25)**
- i) Use as written in the model rules – these are addressing ‘legal’ issues which we don’t want or need to change – they are there to protect us.

3) Identify those items needing more work

- a) Continue to use Instruction Sheet ‘Checklist II’ to identify and cross reference all items required are included in our modified format
- b) Follow up on Financial / Membership year dates with Gen – further discussion by M/Comm?
- c) Consider writing new definitions needed for Rule 2 membership classes? Other?

4) Identify those items still to be worked on in the next meeting

- a) Management Committee (Rules 10 – 15)
- b) Meeting procedures (Rules 16 – 19)

5) Allocate jobs and review Timeline for Term 3

- a) Continue to discuss wording via email communication as we continue to write up modifications of the Model rules.
- b) Next Meeting
 - c) Review feedback on minutes and yahoo postings as mentioned from 21 May, 2010 Meeting.
 - d) Review modified rules within the model rules (in blue type)
 - e) Management Committee (Rules 10 – 15)
- If time
 - f) Meeting procedures (Rules 16 – 19) – these will need input from current (and maybe past executive) to come up with specific role statements to cover the responsibilities and roles of the various executive.

6) Next Meeting 2 August (Week 3 Term 3)

7) Meeting Closed 6.35pm

List of Actions:

Pauline to contact Gen to talk more about financial / membership year dates – indicate financial and membership year dates are still under discussion in draft Rules

Pauline to write up minutes and fwd to sub com members then to pres and Sec. Then post Minutes online along with modified Rules 1 -4; 5-9; 10-15; 20 - 25

Pauline to send yahoo emails to full membership asking for feedback on

- Revised Objects
- Membership types
- Proxy Voting
- Rules 21 - 25

Ilsa to take report to the next M/Com Meeting 22 June – and feedback response by email asap to our Constitution sub com.

Ilsa to present a report at the ArtED General Meeting on 24 June at AGWA.
All to feedback as Pauline creates modifications in draft model rules

Appendix 1. Constitution Sub Committee Report to Management Committee Meeting 18 May, 2010

The Sub Committee met on 3 May, 2010.

- Minutes posted online and sent to Rosie and Von 10 May for circulation to all M/Comm members.
- The Objects of the Association have been circularised to all members via the Yahoo discussion list for feedback re suggested additions / modifications / deletions.
- Ilsa is to take the following items to the Management Committee meeting on 18 May for their input before our next meeting
 - i) Rule1. Choice of vocab especially the use of President/Chairperson; VPres/ V/Chairperson
 - ii) Rule 4d&e. selection of Association powers
 - iii) Rule 2. re: aligning our membership and financial years eg: Feb 1 to Jan 30?
- A posting re the process has been made into the ArtED News section of the web site. Links to relevant sites and background information provided on that post for the benefit of all interested members.
- Next Meeting is 21 May, 2010 already on the calendar and created as a post.

Prepared by Pauline O'Brien
Convenor
17 May, 2010.