

Board Appointments Information for Candidates



Board of Director Position Description and Advertisement



September 2019

Schizophrenia Fellowship of NSW Ltd (trading as One Door Mental Health) Board is currently seeking two Board members committed to improving the lives of those affected by mental illness. We are seeking to increase women on our Board and so we would prioritise suitable women applications.

The governance and stewardship of the organisation is vested in a skilled Board with a passion and commitment to ensure that the vision, mission, values and strategic plan are translated into action.

One Door has been through an immense period of change with the introduction of the National Disability Insurance Scheme (NDIS) and the cessation of block funding. One Door is developing their next Strategic Plan and as part of our building, is seeking new Directors to continue to build our Board and organisation.

Our Vision

One Door Mental Health's vision is a society in which people with mental illness are valued and treated as equals.

Who are we?

One Door is the trading name, adopted in 2016, for the Schizophrenia Fellowship of NSW. The organisation has been operating since 1986 when it was set up by a unique partnership of consumers, carers and mental health professionals. This partnership continues.

Through One Door Mental Health, people living with mental illness and their families can find an inclusive community, strong advocacy and innovative services. Creating a world in which people with mental illness are valued and treated as equals is at the heart of everything we do.

At the core of One Door's programs and services are people living with mental illness, their carers, families and friends. Over our history and continuing today, the organisation has been known for working with people that other services do not. We provide a range of recovery-oriented, person-centred services, including carer services, National Disability Insurance Scheme (NDIS) services, and clinical services. One Door is uniquely placed to provide these supports, with over 74% of our staff identifying as having a lived experience of mental illness, either themselves or as a carer.

Our community creates a safe place that connects people. Our services are supported by best practice and years of experience making us NDIS mental health specialists.

Our advocacy work is putting an end to stigma, making the voice of mental health stronger every day.

Advocacy

We know and understand how challenging it can be to overcome the barriers that prevent people from getting the help they need.

Breaking down these barriers only happens with strong and sustained advocacy. One Door is leading change towards the creation of more services, better systems and the breakdown of stigma. One Door regularly advocates to governments, empowers individuals to tell their story, runs education programs and creates opportunities for everyone to have a seat at the decision-making table.

Services

One Door Mental Health is a leading mental health service provider specialising in severe and persistent mental illnesses such as schizophrenia, bipolar disorder, obsessive compulsive disorder, post-traumatic stress disorder, psychosis, schizoaffective disorder, and borderline personality disorder. It provides a wide range of services for both carers and consumers with a severe mental illness and advocates on their behalf.

One Door offers a wide range of reliable, high-quality care that puts our clients and their family first:

- Access to the National Disability Insurance Scheme (NDIS)
- Individualised support.
- Carer Services – advocacy, education, respite and support
- Centre-based services
- Support groups
- Health Care including psychologists, dietitians and exercise physiologists
- Physical health programs
- Education and training

Our Current Strategy and Direction

One Door's Strategic Plan has been drafted and will be published soon. With the reforms happening in the sector, One Door is re-shaping the way we structure our services to be a purpose-driven organisation.

One Door became interested in the potential of the purpose-driven approach, including self-organising teams, during 2017. It was recognised that this way of organising and working had the potential to deliver superior outcomes to consumers, to staff and to the organisation.



Although One Door’s interest in the approach was largely because of its potential for consumers and staff, it was also recognised that it might assist in providing services under the stringent maximum prices set by the National Disability Insurance Agency for the NDIS. The first phase of self-organising teams has commenced from 1 July 2019, with plans in place to implement self-organising teams by the beginning of the next financial year.

Using the purpose-driven approach helps generate better outcomes for consumers because it builds on the strengths of our consumers, our workers, and the organisation.	
Consumers	Being locally responsive to each consumer’s needs should result in greater innovation and creativity, which aids recovery.
Staff	Staff have a strong, purposeful role, are trusted and feel trusted, and can support consumers in meeting their needs; without unnecessary supervision and management.
One Door	The purpose-driven approach, with self-organising teams, will help the organisation be efficient, effective and sustainable.

One Door’s **Strategy over the next 3 years** is to Strengthen, Collaborate and Thrive.

Strengthen	Collaborate	Thrive
<ul style="list-style-type: none"> • Consolidate resources • Integrate Operations • Implement Phase 1 of self-organising teams 	<ul style="list-style-type: none"> • Connect to the One Door Community • Implement Phase 2 Self-Organising Teams 	<ul style="list-style-type: none"> • Activate the One Door Community • Innovate in Delivery • Influence Practice

Our Values

One Door’s organisational culture is one of co-operation, fellowship, and succeeding together. The values, that underpin all our activities and communications, include:

- Treating all people with **respect and dignity**



- Having a strong **commitment** to people with a mental illness, their families and carers
- Being **open and responsive** to people’s needs and requests and dealing with matters consistent with their aspirations
- Demonstrating **honesty and integrity** in our communications and actions, and also in our systems and processes
- Working **collaboratively and flexibly** with colleagues and stakeholders in the interest of people we assist
- Respecting the **privacy and confidentiality** of all people
- Being both **innovative and evidence based** in our approaches including a commitment to continuous quality improvement
- Being **accountable and professional** in all that we do
- Maintaining a **positive, collegial culture** and valuing all people and their contribution to the organisation

Composition of the Board

Schizophrenia Fellowship of NSW Ltd is a NSW based Board, currently comprising of 7 members. Board members are appointed based on their skills, experience and expertise that will complement the Board to effectively achieve its goals.

As part of our Constitution, the Board composition needs to be made up with a majority of those people who have, or have had, a mental illness or those who are caring for, or have been a carer for people with a mental illness.

Role of the Board

The role of the Board is to govern One Door Mental Health in such a way that it can pursue its purpose successfully.

The Board is responsible for a range of functions, including but not limited to:

- Establishes the directions and strategic policies of the Fellowship;
- Appoints the Chief Executive Officer of SFNSW (One Door Mental Health) and decides delegations to the CEO;
- Ensures that good governance is undertaken;
- Receives reports from the various Fellowship services;
- Ensures that financial controls are in place and prudent financial decisions taken;
- Conducts a Strategic Planning Cycle
- Represents SFNSW in public forums and media

One sub-committee of the Board is the **Audit and Risk Committee** which provides information that will assist the Board and the CEO in the discharge of their respective



responsibilities specifically relating to exercising due care, diligence and skill regarding all aspects of financial and non-financial reporting, internal control, audit functions, legislative compliance and organisational risk, through the provision of advice and monitoring.

Time Commitment

- The Board typically meets every eight weeks.
- The Audit and Risk Committee meets once a month. This does not involve all of the Board members.
- The Board meets in Gladesville but options are available for meetings to attend via video conference or teleconference.
- Appointees are expected to attend at least 75 per cent of Board meetings.
- If applicants are appointed to other Boards, they are expected to manage their time appropriately.
- Applicants should give careful consideration to any existing and anticipated demands on their time.
- Board members may be expected to participate in one or more of the Board's committees, which include: Audit and Risk Committee.

Term of the Appointment

Successful applicants will be appointed for an initial term of three years (unless otherwise determined by the Board). According to the Constitution, tenure must not exceed ten years in total.

Remuneration

Voluntary (travel expenses are reimbursed)

Conflict of Interest

Board Members are required to adhere with One Door's Conflict of Interest Policy and Code of Conduct Policy. Board Members will need to adhere to the Constitution (see 7.12) and the Corporations Act in relation to Conflict of Interest.

The purpose of the Code of Conduct is to promote an environment of trust and confidence. It provides a framework that ensures working relationships and service delivery are free from discrimination. It promotes safe and ethical service delivery based on honesty, fairness and respect.

Criteria

Applicants will be shortlisted on the basis on their skills, experience, knowledge or networks in relation to the following four key selection criteria (one or more of the following is required):

- **Mental health governance:** Leadership, practice, governance, safety and quality standards in the delivery of mental health policy and practices
- **Mental health policy planning & delivery** including the development of relevant policies and practices for optimum service delivery
- **Corporate Partnerships and marketing** and activities involved in identifying and developing sustainable partnerships to ensure long-term organisational viability.
- **Advocacy & Government Relations:** Knowledge and experience of working with senior levels of government. Understanding of State and Federal funding programs and budget and reporting processes.

Desired Skills for all Board Members:

In addition to the specific skills outlined above, skills or experience in the following areas would be considered favourably:

- Ability to read and interpret financial reports at a senior management level
- Ability to contribute to strategy through experience at a senior management level
- Previous experience on Boards or senior management reporting to a Board (beneficial but not essential)

Personal qualities for all Board Members

- A lived experience of mental illness or caring, or have been a carer of people with a mental illness (desirable)
- Personal and professional integrity.
- High-level interpersonal and influencing skills, including the ability to work within a team.
- Sound independent judgement.
- Ability to apply critical and creative thinking.
- Genuine interest in mental health and the ability to utilise that experience for the benefit of other sufferers and organisational operations.

Our Current Board Members

- Anthony Harris (Chair)
- Peter Ferguson
- Bob Goldie
- Jenny Smith
- Nick Lunzer
- Sonja Schweizer
- Raj Mendes

<https://www.onedoor.org.au/about/board-and-leadership>

How to apply

If you would like to discuss this opportunity, please contact Bob Goldie on (02) 9241 5335.

You are invited to submit an application by sending the following documents to Louise Beardwell at louise.beardwell@onedoor.org.au on or before **10 October 2019**.

- Cover letter explaining why you want to join to Board of Schizophrenia Fellowship NSW Ltd (T/A One Door Mental Health) and your relevant skills/knowledge in relation to the key selection criteria
- Curriculum Vitae (CV)

Please note, to be considered, the key selection criteria must be addressed.

Appendix One – Schizophrenia Fellowship of NSW Ltd Constitution



Schizophrenia Fellowship of New South Wales

ACN / ABN 58 903 786 913

Constitution

A company limited by guarantee

Adopted on: 25 September 2016

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Constitution

1 Interpretation

1.1 Definitions

In this Constitution unless the contrary intention appears:

Alternate Director means a person appointed as an alternate director under article 9.9.

Annual Subscription Fee means any amount determined in accordance with article 4.6.

Approved Institution means a fund, authority or institution which falls within the description of an item in any of the tables in Subdivision 30-B of the Tax Act, which has been established for charitable purposes, and which is endorsed as a deductible gift recipient under or for the purposes of the Tax Act.

Chairman means the chairman of the Directors, elected annually as prescribed by article 6.5.

Charitable Fundraising Legislation means *the Charitable Fundraising Act 1991* (NSW) and corresponding legislation in other Australian States and Territories.

Chief Executive Officer means a person appointed under Part 10.

Committee means a committee of Directors constituted under article 8.6.

Company means The Schizophrenia Fellowship of New South Wales (ACN 58 903 786 913).

Constitution means this constitution and a reference to an article is a reference to an article of this constitution.

Corporations Act means the *Corporations Act 2001* (Cwlth).

Deputy Chairman means the deputy chairman of the Directors, which may be elected annually as prescribed by article 6.5.

Director means a person holding office as a director, and where appropriate includes an Alternate Director.

Directors means all or some of the Directors acting as a board.

Member means a person entered in the Register of Members as a member of the Company and who has not ceased to be a member in accordance with this Constitution.

Objects means the objects specified in articles 2.2 and 2.3.

Register means the register of Members of the Company and, if appropriate, includes a branch register.

Registered Office means the registered office of the Company.

Representative means a person appointed to represent a corporate Member at a general meeting of the Company in accordance with the Corporations Act.

Rules means the Rules of the Schizophrenia Fellowship of New South Wales Incorporated made under the Associated Incorporation Act 1984 (NSW).

Secretary means a person appointed under article 11 as a secretary of the Company, and where appropriate, includes an acting secretary and a person appointed by the Directors to perform all or any of the duties of a secretary of the Company.

Tax Act means the *Income Tax Assessment Act 1936* (Cwlth) or the *Income Tax Assessment Act 1997* (Cwlth), as the context requires.

1.2 Interpretation

In this Constitution unless the contrary intention appears:

- (a) words importing any gender include all other genders;
- (b) the word person includes a firm, a body corporate, a partnership, a joint venture, an unincorporated body or association or an authority;
- (c) a reference to a particular person includes the person's executors, administrators, successors, substitutes and permitted assigns;
- (d) the singular includes the plural and vice versa;
- (e) a reference to a document (including this Constitution) includes any variation or replacement of it;
- (f) the meaning of general words is not limited by specific examples introduced by "including", "for example" or "such as" or similar expressions;
- (g) a reference to legislation includes regulations and other instruments under it and any variation or replacement of any of them;
- (h) a power, an authority or a discretion given to a Director, the Directors, the Company in general meeting or a Member may be exercised at any time and from time to time;
- (i) "writing" and "written" includes printing, typing and other modes of reproducing words in a visible form including any representation of words in a physical document or in an electronic communication or form or otherwise;
- (j) the word "present" in the context of a person being present at a meeting includes participating using technology approved by the Directors in accordance with this Constitution;
- (k) a reference to dollars or \$ is a reference to Australian dollars;
- (l) the word "law" includes common law, principles of equity and legislation, and a reference to legislation includes regulations and other instruments under it and any variation or replacement of any of them;
- (m) the meaning of general words is not limited by specific examples introduced by "including", "for example" or "such as" or similar expressions;
- (n) a chairman appointed under this Constitution may be referred to as a chairperson, chairwoman or as chair, as appropriate.

1.3 Corporations Act

In this Constitution unless the contrary intention appears:

- (a) a word or expression defined or used in the Corporations Act has the same meaning when used in this Constitution in a similar context; and
- (b) “section” means a section of the Corporations Act.

1.4 Replaceable rules not to apply

The provisions of the Corporations Act that apply as replaceable rules are displaced by this Constitution and do not apply to the Company.

2 Purpose and objects of the Company

2.1 Charitable purpose

The Company may only pursue charitable purposes associated with its Objects.

2.2 Principal Objects

The Company is established to promote the welfare of people with schizophrenia and other mental illnesses and to offer assistance to their families, relatives and carers.

2.3 Other Objects

In furtherance of article 2.2, the Objects of the Company include to:

- (a) assist, advise and give hope to people with schizophrenia and other mental illnesses in such areas as information, health, housing, rehabilitation, social and emotional support and community care facilities of all kind, in order that suffering may be minimized and people with schizophrenia and other mental illnesses may live with dignity to the limits of their individual potential;
- (b) raise community awareness of schizophrenia and other mental illness and educate the community at large towards an understanding of the implications of schizophrenia and other mental illnesses and thereby reduce community fear, remove the stigma associated with mental illness and make the public aware of its incidence and nature;
- (c) monitor government policy and action in relation to housing and services for people with schizophrenia and other mental illnesses and actively lobby government and other organisations to promote their well being;
- (d) design and develop projects to provide and assist in the provision of housing and services for people with schizophrenia and other mental illnesses and where necessary to acquire and/or lease property and/or premises for this purpose;
- (e) raise money through fund raising and by seeking donations and ongoing financial commitments from both individuals and organisations in order to carry out projects decided upon by the Company in accordance with these objectives;
- (f) develop and encourage facilities and programmes such as therapeutic communities, drop in centres and day care programmes to give people with a mental illness access to skills training and employment as well as sporting, homemaking, artistic, fitness, social and spiritual activities, discussion groups and entertainment;
- (g) obtain financial support for people with schizophrenia and other mental illnesses and their families and carers, particularly those in necessitous circumstances, and encourage people with mental illness and their

families and carers to help each other and themselves to cope more effectively by various means such as self help groups and problem sharing;

- (h) establish a library of relevant publications and materials and provide and encourage the provision of counselling services;
- (i) encourage and support research into the incidence, cause, course, treatment and aetiology of schizophrenia and other mental illnesses;
- (j) produce such publications as the Association may from time to time decide;
- (k) seek assistance from government and from private industry for the provision of paid employment for people with mental illness;
- (l) establish liaison with other authorities and associations supporting people with a mental illness and participate in any other activities which will benefit people with schizophrenia and their relatives and carers; and
- (m) to do all other things as may be incidental or ancillary to the attainment of these objects.

3 Income and property of the Company

3.1 Application of income and property

All income, property and profits of the Company must be applied towards the promotion of the Objects.

3.2 No dividend, bonus or profit paid to Members

No part of the profits, income or property of the Company may be paid or transferred to a Member, either directly or indirectly by way of dividend, bonus or otherwise, other than in accordance with article 3.3.

3.3 Permitted payments by the Company

Subject to articles 7.9 and 7.11, article 3.2 does not prevent payment in good faith to an officer of the Company or a Member, or to a firm of which an officer of the Company or a Member is a partner:

- (a) of remuneration for services provided by, or reimbursement of expenses incurred by, that person (other than as a Director) or firm, including in accordance with articles 7.10, 7.11 and 10;
- (b) for goods supplied in the ordinary course of business;
- (c) for repayment of any money borrowed from an officer of the Company or a Member;
- (d) of interest at a rate fixed by the Directors (but not exceeding the sum of the National Australia Bank's published overdraft rate from time to time for its corporate customers and 5% per annum) on money borrowed from an officer of the Company or a Member; or
- (e) of reasonable rent for premises let by an officer of the Company or a Member.

3.4 Provision of Services

Article 3.2 does not prevent an officer of the Company or a Member being the recipient of services from the Company in accordance with the Company's Objects.

4 Membership

4.1 Becoming a Member

Except for a person who agreed in writing to the terms of this Constitution before the application for the Company's registration was lodged, a person may only become a Member under this Part 4.

4.2 Application for Membership

A person may apply to become a Member by submitting to the Secretary a properly completed application in the form prescribed by the Directors.

By completing an application form, if accepted, the applicant agrees to be bound by this Constitution and any other rules, by-laws, policies or other standards prescribed by the Directors from time to time.

4.3 Admission as a Member

The Directors must resolve whether to accept or reject each application for membership and, within a reasonable time, notify the applicant of their decision. The Directors are not required to give reasons for rejection of an application for membership of the Company.

4.4 Application fee

The Directors may resolve from time to time that any person applying to become a Member must pay an application fee and, if so, how much and when and how it is to be paid.

4.5 Register of Members

Upon admission as a Member, that person's details will be recorded in the Register by a Director or the Company Secretary.

A Member must promptly notify the Company of any change in the Member's details which are recorded in the Register.

4.6 Annual Subscription Fee

The Company in general meeting may determine whether there will be an Annual Subscription Fee and, if so, the annual amount for each Member or class of Members.

The Directors or Secretary may notify Members of the date and manner for payment. Otherwise, each Member must pay any applicable Annual Subscription Fee in advance by 30 June each year.

The Directors may waive the payment of all or any part of an Annual Subscription Fee for a Member or any class of Members.

4.7 Directors may create and vary classes and class rights

The Directors may, subject to this Constitution and the Corporations Act:

- (a) prescribe, revoke and amend the criteria for membership and any classes of membership (but are not obliged to accept persons fulfilling those criteria as Members or Members of a class);

- (b) establish any new class of Members and define the rights, restrictions and obligations of Members in that class; and
- (c) vary or cancel the rights, restrictions and obligations of Members in any new or existing class, if:
 - (i) at least 75% of the Members of that class give their written consent; or
 - (ii) a special resolution to that effect is passed at a separate meeting of those Members.

The articles on general meetings apply to meetings of a class of Members so far as they are capable of application and with the necessary changes to every separate meeting.

4.8 No transfer of Membership

A Member must not sell, transfer or dispose of their interests in the Company to another Member or a third party.

4.9 Ceasing to be a Member

A person ceases to be a Member on:

- (a) resignation;
- (b) the termination of the person's membership by the Directors or by the Company in general meeting in accordance with this Constitution;
- (c) in the case of a natural person:
 - (i) death; or
 - (ii) becoming bankrupt or insolvent or making an arrangement or composition with creditors of the person's joint or separate estate generally; or
- (d) in the case of a body corporate:
 - (i) being dissolved or otherwise ceasing to exist;
 - (ii) having a liquidator or provisional liquidator appointed to it; or
 - (iii) being insolvent.

4.10 Resignation

A Member may by written notice to the Company resign from membership with immediate effect or with effect from a specified date occurring not more than six months after the service of the notice. If a member gives written notice of its resignation of membership and the date specified in the notice is more than six months after the service of the notice then the date of resignation shall be six months after the service of the notice. A Member remains liable after resignation for all money due by the Member to the Company at the date of resignation, in addition to any sum for which the Member is liable as a Member under article 16.1.

4.11 Non-payment of Annual Subscription Fee

If an Annual Subscription Fee, if any, for a Member remains unpaid for 12 months after it becomes due, the Directors may resolve to terminate the

Member's membership and the Member then ceases to be a Member. The Directors may, but need not, reinstate a Member whose membership is terminated if the Member pays all overdue Annual Subscription Fee amounts.

4.12 Censuring, suspension or expulsion of a Member

If a Member wilfully refuses or neglects to comply with the provisions of this Constitution, by-laws, policies or other standards prescribed by the Directors, or acts in a manner which in the opinion of the Directors is prejudicial to the interests of the Company, the Directors may by resolution censure, suspend or expel the Member from the Company, provided that the following procedure is observed:

- (a) the Directors or Secretary must give written notice to the Member setting out what is alleged against the Member and the Member must be given the opportunity to rectify the matter;
- (b) at least one week before the Directors' meeting at which the resolution is to be considered, the Member must be given notice of the meeting setting out:
 - (i) what is alleged against the Member; and
 - (ii) the intended resolution;
- (c) at the Directors' meeting, and before voting on the resolution, the Member must be given an opportunity to give a written or verbal explanation as the Member thinks fit;
- (d) the Member may elect to have the question dealt with by the Company in general meeting. If so, the Member must give written notice to the Secretary at least 24 hours before the proposed time for the Directors' meeting to consider the resolution;
- (e) if the Member gives this notice, then:
 - (i) no resolution of the Directors on the matter is effective;
 - (ii) a general meeting of the Company must be called to consider the resolution set out in the notice originally given to the Member under this article; and
 - (iii) if a resolution is passed on a poll at the general meeting by a majority of 75% of those entitled to vote, the Member must be dealt with in accordance with the resolution; and
- (f) if a resolution for the Member's expulsion is passed in accordance with this article, the Member's membership automatically terminates and the Member ceases to be a Member.

4.13 Termination of membership

Without limiting article 4.12, the Directors may by written notice to the Member terminate the Member's membership with immediate effect or with effect from a specified date occurring not more than three months after service of the notice.

4.14 Representative Members

If a person is admitted as a Member as a representative of an unincorporated association or body, the name of the Member, the name of the unincorporated association or body and the fact that the member is its representative must be entered in the Register.

Subject to the Directors' right to decline to accept any person as a Member, the unincorporated association or body may replace the Member who is its representative with another person. It must give written notice to the Company setting out the details of the new representative and be signed by an officer of the association or body. It is not necessary for the outgoing Member to resign or the incoming Member to apply to become a Member.

4.15 Life members

The Directors may admit any Members to, and remove any Members from, life membership of the Company. Life members will have their subscription fees waived. A life member is a Member for the purposes of this Constitution and the Corporations Act and therefore subject to the provisions of this Constitution.

4.16 Patrons

The Directors may appoint and remove any persons as a patron or any other honorary title-holder of the Company on any terms the Directors think fit. A patron (or other honorary title-holder) may, in the discretion of the Directors, be given the right to:

- (a) attend and speak (but not vote) at any general meeting of the Company and be given notice of the meeting as if a Member; and
- (b) receive accounts of the Company when available to Members.

4.17 Limited liability

A Member has no liability as a Member except as set out in this Part 4 and article 16.1.

5 General meetings

5.1 Annual general meeting

Annual general meetings of the Company are to be held in accordance with the Corporations Act.

5.2 Convening a general meeting

The Directors may convene and arrange to hold a general meeting of the Company when they think fit and must do so if required to do so under the Corporations Act.

5.3 Members have power to convene general meeting

The Directors shall, on the requisition in writing of not less than 5 per cent of the total number of Members, convene a general meeting of the Company.

5.4 Members requisition for general meeting

A requisition of Members for a general meeting –

- (a) shall state the purpose of the meeting;
- (b) shall be signed by Members making the requisition;
- (c) shall be lodge with the Secretary;
- (d) may consist of several documents in a similar form, each signed by one or more of the Members making the requisition;
- (e) shall be called by the Directors within 21 days after the request is given to the Company; and

- (f) shall be held not later than two months after the request is given to the Company.

5.5 Use of technology at general meetings

The Company may hold a meeting of Members at two or more venues using any technology that gives the Members as a whole a reasonable opportunity to participate.

5.6 Notice of general meeting

Notice of a general meeting must be given in accordance with Part 14 and the Corporations Act.

5.7 Calculation of period of notice

In computing the period of notice for a general meeting, both the day on which the notice is given or taken to be given and the day of the meeting convened by it are to be disregarded.

5.8 Cancellation or postponement of general meeting

Where a general meeting (including an annual general meeting) is convened by the Directors, they may by notice, whenever they think fit, cancel the meeting or postpone the holding of the meeting to a date and time determined by them or change the place for the meeting.

This article does not apply to a meeting convened in accordance with the Corporations Act by a single Director, by Members, by the Directors on the request of Members, or to a meeting convened by a court.

5.9 Notice of cancellation, postponement or change of place of general meeting

Written notice of cancellation or postponement or change of place of a general meeting must be given to all persons entitled to receive notices of general meetings from the Company. A notice of a change of place of a general meeting must specify the different place for the holding of the meeting.

5.10 Contents of notice postponing general meeting

A notice postponing the holding of a general meeting must specify:

- (a) a date and time for the holding of the meeting;
- (b) a place for the holding of the meeting, which may be either the same as or different from the place specified in the notice convening the meeting; and
- (c) if the meeting is to be held in two or more places, the technology that will be used to facilitate the holding of the meeting in that manner.

5.11 Number of clear days for postponement of general meeting

The number of clear days from the giving of a notice postponing the holding of a general meeting to the date specified in that notice for the holding of the postponed meeting must not be less than the number of clear days notice of the general meeting required to be given by this Constitution or the Corporations Act.

5.12 Business at postponed general meeting

The only business that may be transacted at a postponed general meeting is the business specified in the original notice convening the meeting.

5.13 Non-receipt of notice

The non-receipt of, or accidental omission to give, a notice of a general meeting or cancellation, postponement or change of details for a general meeting to a person entitled to receive notice does not invalidate any resolution passed at the general meeting or at a postponed meeting or the cancellation or postponement of a meeting.

5.14 Proxy, attorney or Representative at postponed general meeting

Where by the terms of an instrument appointing a proxy or attorney or of an appointment of a Representative:

- (a) the appointed person is authorised to attend and vote at a general meeting or general meetings to be held on or before a specified date; and
- (b) the date for holding the meeting is postponed to a date later than the date specified in the instrument of proxy, power of attorney or appointment of Representative,

then that later date is substituted for and applies to the exclusion of the date specified in the instrument of proxy, power of attorney or appointment of Representative unless the Member appointing the proxy, attorney or Representative gives to the Company, at its Registered Office, written notice to the contrary not less than 48 hours before the time to which the holding of the meeting has been postponed.

5.15 Director entitled to notice of meeting

A Director is entitled to receive notice of and to attend all general meetings and all separate meetings of any class of Members of the Company and is entitled to speak at those meetings.

5.16 Circulating resolutions

The Company may pass a resolution without a general meeting being held if all the Members entitled to vote on the resolution sign a document containing a statement that they are in favour of the resolution set out in the document.

Separate copies of the document may be used for signing by Members if the wording of the resolution and statement is identical in each copy.

The resolution is passed when the last Member signs.

6 Proceedings at general meetings

6.1 Number for a quorum

Subject to article 6.3, 12 Members present in person or by proxy, attorney or Representative are a quorum at a general meeting of the Company. In determining whether a quorum is present, each individual attending as a proxy, attorney or Representative is to be counted, except that:

- (a) where a Member has appointed more than one proxy, attorney or Representative, only one is to be counted; and
- (b) where an individual is attending both as a Member and as a proxy, attorney or Representative, that individual is to be counted only once.

6.2 Requirement for a quorum

An item of business may not be transacted at a general meeting unless a quorum is present when the meeting proceeds to consider it. If a quorum is present at the time the first item of business is transacted, it is taken to be present when the meeting proceeds to consider each subsequent item of business unless the chairman of the meeting (on the chairman's own motion or at the request of a Member, proxy, attorney or Representative who is present) declares otherwise.

6.3 If quorum not present

If within 15 minutes after the time appointed for a general meeting a quorum is not present, the meeting:

- (a) if convened by a Director, or at the request of Members, is dissolved; and
- (b) in any other case, stands adjourned to the same day in the next week and the same time and place, or to such other day, time and place as the Directors appoint by notice to the Members and others entitled to notice of the meeting.

6.4 Adjourned meeting

At a meeting adjourned under article 6.3(b), five persons each being a Member, proxy, attorney or Representative present at the meeting are a quorum. If a quorum is not present within 15 minutes after the time appointed for the adjourned meeting, the meeting is dissolved.

6.5 Appointment of Chairman and Deputy Chairman

- (a) the Chairman will be elected annually from the number of Directors at the annual general meeting of the Company, by the Members.
- (b) the Members may annually, at the annual general meeting of the Company, from the number of Directors, elect the Deputy Chairman.

6.6 Absence of Chairman at general meeting

If a general meeting is held and:

- (a) a Chairman has not been elected; or
- (b) the Chairman is not present within 15 minutes after the time appointed for the holding of the meeting or is unable or unwilling to act,

the following may preside as chairman of the meeting (in order of precedence):

- (c) the Deputy Chairman (if any);
- (d) a Director chosen by a majority of the Directors present;
- (e) the only Director present; or
- (f) a Member chosen by a majority of the Members present in person or by proxy, attorney or Representative.

6.7 Conduct of general meetings

The chairman of a general meeting:

- (a) has charge of the general conduct of the meeting and of the procedures to be adopted at the meeting;

- (b) may require the adoption of any procedure which is in the chairman's opinion necessary or desirable for proper and orderly debate or discussion and the proper and orderly casting or recording of votes at the general meeting; and
- (c) having regard where necessary to the Corporations Act, may terminate discussion or debate on any matter whenever the chairman considers it necessary or desirable for the proper conduct of the meeting,

and a decision by the chairman under this article is final.

6.8 Adjournment of general meeting

The chairman of a general meeting may at any time during the meeting adjourn the meeting or any business, motion, question, resolution, debate or discussion being considered or remaining to be considered by the meeting either to a later time at the same meeting or to an adjourned meeting at any time and any place, but:

- (a) in exercising this discretion, the chairman may, but need not, seek the approval of the Members present in person or by proxy, attorney or Representative; and
- (b) only unfinished business is to be transacted at a meeting resumed after an adjournment.

Unless required by the chairman, a vote may not be taken or demanded by the Members present in person or by proxy, attorney or Representative in respect of any adjournment.

6.9 Notice of adjourned meeting

It is not necessary to give any notice of an adjournment or of the business to be transacted at any adjourned meeting unless a meeting is adjourned for one month or more. In that case, notice of the adjourned meeting must be given as in the case of an original meeting.

6.10 Questions decided by majority

Subject to the requirements of the Corporations Act, a resolution is taken to be carried if a simple majority of the votes cast on the resolution are in favour of it.

6.11 Casting vote for the chairman

If there is an equality of votes, whether on a show of hands or on a poll, the chairman of the general meeting is entitled to a casting vote in addition to any votes to which the chairman is entitled as a Member or proxy, attorney or Representative of a Member.

6.12 Voting on show of hands

At any general meeting a resolution put to the vote of the meeting must be decided on a show of hands unless a poll is effectively demanded and the demand is not withdrawn. A declaration by the chairman that a resolution has on a show of hands been carried or carried unanimously, or by a particular majority, or lost, and an entry to that effect in the book containing the minutes of the proceedings of the Company, is conclusive evidence of the fact. Neither the chairman nor the minutes need state, and it is not necessary to prove, the number or proportion of the votes recorded in favour of or against the resolution.

6.13 Demanding a poll

At a general meeting of the Company, a poll may be demanded by:

- (a) at least five Members entitled to vote on the resolution;
- (b) Members with at least five% of the votes that may be cast on the resolution on a poll; or
- (c) the chairman of the meeting.

6.14 Poll

If a poll is effectively demanded in accordance with article 6.13:

- (a) it must be taken in the manner and at the date and time directed by the chairman and the result of the poll is a resolution of the meeting at which the poll was demanded;
- (b) on the election of a chairman or on a question of adjournment, it must be taken immediately;
- (c) the demand may be withdrawn; and
- (d) the demand does not prevent the continuance of the meeting for the transaction of any business other than the question on which the poll has been demanded.

6.15 Entitlement to vote

Subject to this Constitution and to any rights and any restrictions attached to any class of Members:

- (a) on a show of hands, each Member present in person and each other person present as proxy, attorney or Representative of a Member has one vote; and
- (b) on a poll, each Member present in person has one vote and each person present as proxy, attorney or Representative of a Member has one vote for each Member that the person represents.

6.16 Validity of vote in certain circumstances

Unless the Company has received written notice of the matter before the start or resumption of the meeting at which a person votes as a proxy, attorney or Representative, a vote cast by that person is valid even if, before the person votes:

- (a) the appointing Member dies;
- (b) the appointing Member is mentally incapacitated; or
- (c) the Member revokes the appointment or authority.

6.17 Objection to voting qualification

An objection to the right of a person to attend or vote at a general meeting or adjourned general meeting:

- (a) may not be raised except at that meeting or adjourned meeting; and
- (b) must be referred to the chairman of the meeting, whose decision is final.

A vote not disallowed under the objection is valid for all purposes.

6.18 Right to appoint attorney

A Member may by power of attorney appoint an attorney to act on the Member's behalf at all or any meetings of the Company or of any class of Members.

To be effective, an instrument appointing an attorney under this article, together with any evidence of non-revocation the Directors require, must be received by the Company at least 48 hours before the meeting.

6.19 Suspension or if any Annual Subscription Fee not paid

In addition to any other rights of the Company, if:

- (a) any Annual Subscription Fee is due and payable by a Member and is not paid; or
- (b) a Member is suspended,

the Member has no right to be present at, be counted among the quorum for, or vote, whether in person or by proxy, attorney or Representative, at a general meeting of the Company.

7 Directors

7.1 Number of Directors

The number of Directors must be not less than five, and must not exceed a maximum of 13.

7.2 Make-up of Directors

- (a) Subject to the exception in clause 7.2(b) below, the number of Directors, as prescribed by article 7.1, should always be made up by a majority of those people who have, or have had, a serious mental illness or those who are caring for, or have been a carer for people which such an experience; and
- (b) The initial Directors are those persons who, immediately before the adoption of this Constitution are office bearers or members of the committee of the Schizophrenia Fellowship of New South Wales incorporated as provided by section 12 of the Rules and consent to be Directors of the Company.

The make-up of the Directors, as determined by this article 7.2, should not affect the ability for the Directors to obtain a quorum for a Directors' meeting under article 9.18.

7.3 Change of number of Directors

Provided the number of Directors is not less than three, the Company in general meeting may by resolution increase or reduce the number of Directors and may also determine any provisions for the rotation or retirement of Directors.

7.4 Rotation of Directors

- (a) At the first annual general meeting of the Company after the adoption of this Constitution, one-third of Directors who were office bearers or members of the committee of the Schizophrenia Fellowship of New South Wales immediately before the adoption of this Constitution, should retire;
- (b) At the second annual general meeting of the Company after the adoption of this Constitution, if any Directors were office bearers or members of

the committee of the Schizophrenia Fellowship of New South Wales immediately before the adoption of this Constitution, one-third according to longest length of service, should retire;

- (c) At the third annual general meeting of the Company after the adoption of this Constitution, if any Directors were office bearers or members of the committee of the Schizophrenia Fellowship of New South Wales immediately before the adoption of this Constitution, they should retire;
- (d) Subject to 7.4(a) to 7.4(c) above, at the annual general meeting in each year, if more than one third of the Directors are due to retire from office, then, the Directors to retire are to be determined by agreement, and in the absence of agreement, by lot in any manner determined by the Chairman such that only one third of the elected Directors or if their number is not a multiple of 3, the number nearest to one third, are due to retire from office at that annual general meeting; and
- (e) If a Director is not required to retire at an annual general meeting because of the agreement or lot referred to in article 7.4(a), that Director must retire from office at the next annual general meeting.

7.5 Office held until conclusion of meeting

Subject to articles 7.4, 7.8, and 10, a Director holds office until the conclusion of the third annual general meeting which takes place after that Director's election.

7.6 Directors elected at general meeting

At any general meeting at which a Director retires or otherwise vacates office, the Company may by resolution fill the vacated office by electing a person to that office.

7.7 Eligibility for election as Director

Except for:

- (a) a person who is eligible for election under article 7.8; or
- (b) a person recommended for election by the Directors,

a person is not eligible for election as a Director at a general meeting of the Company unless a consent to nomination signed by the person has been lodged at the Registered Office at least 30 business days before the general meeting or any other period permitted under the Corporations Act but no more than 90 business days before the meeting.

7.8 Casual vacancy or additional Director

The Directors may at any time appoint any person to be a Director, either to fill a casual vacancy or as an addition to the existing Directors, provided that the total number of Directors does not exceed any maximum number, determined in accordance with article 7.1.

Apart from a Chief Executive Officer who is appointed as a Director, a Director appointed under this article holds office until the conclusion of the next annual general meeting of the Company but is eligible for election at that meeting.

7.9 No remuneration for services as a Director

A Director must not be paid any remuneration for services as a Director. Nothing in this article prevents the remuneration for services rendered in accordance with articles 3.3 and 10.

7.10 Reimbursement of expenses

A Director is entitled to be reimbursed out of the funds of the Company for their reasonable travelling, accommodation and other expenses incurred when travelling to or from meetings of the Directors, a Committee or the Company or when otherwise engaged on the business of the Company.

7.11 Payments to a Director

Any payment to a Director which is not prohibited under article 7.9 (including a payment permitted under article 7.10) must be approved by the Directors.

7.12 Director's interests

Subject to the provisions of this Constitution and to complying with the Corporations Act regarding disclosure of and voting on matters involving material personal interests, a Director may:

- (a) hold any office or place of profit in the Company, except that of auditor;
- (b) hold any office or place of profit in any other company, body corporate, trust or entity promoted by the Company or in which it has an interest of any kind;
- (c) enter into a contract or arrangement with the Company;
- (d) participate in any association, institution, fund, trust or scheme for past or present employees or directors of the Company or persons dependent on or connected with them;
- (e) act in a professional capacity (or be a member of a firm which acts in a professional capacity) for the Company, except as auditor;
- (f) despite having an interest in a matter that is being considered at a meeting of Directors, be present at, participate in, vote on and be counted in a quorum at the meeting;
- (g) despite having an interest in a document, sign or participate in the execution of a document by or on behalf of the Company; and
- (h) do any of the above despite the fiduciary relationship of the Director's office:
 - (i) without any liability to account to the Company for any benefit accruing to the Director; and
 - (ii) without affecting the validity of any contract or arrangement.

A reference to the Company in this article is also a reference to any related body corporate of the Company.

7.13 Vacation of office

In addition to the circumstances in which the office of a Director becomes vacant under the Corporations Act, the office of a Director becomes vacant if the Director:

- (a) is a Managing or Executive Director and ceases to be employed by the Company or a related body corporate;
- (b) becomes a person under legal incapacity;

- (c) resigns office by notice in writing to the Company; or
- (d) is not present personally or by Alternate Director at meetings of the Directors for a continuous period of four months without leave of absence from the Directors.

8 Powers and duties of Directors

8.1 Directors to manage the Company

The Directors are to manage the business of the Company and may exercise all the powers of the Company that are not, by the Corporations Act or by this Constitution, required to be exercised by the Company in general meeting.

8.2 Specific powers of Directors

Without limiting the generality of article 8.1, the Directors may exercise all the powers of the Company to create by-laws, to borrow or raise money, to charge any property or business of the Company or all or any of its uncalled capital and to issue debentures or give any other security for a debt, liability or obligation of the Company or of any other person.

8.3 Appointment of attorney

The Directors may, by power of attorney, appoint any person or persons to be the attorney or attorneys of the Company for the purposes and with the powers, authorities and discretions vested in or exercisable by the Directors for the period and subject to the conditions they think fit.

8.4 Provisions in power of attorney

A power of attorney granted under article 8.3 may contain any provisions for the protection and convenience of persons dealing with the attorney that the Directors think fit and may also authorise the attorney to delegate (including by way of appointment of a substitute attorney) all or any of the powers, authorities and discretions vested in the attorney.

8.5 Signing of cheques

The Directors may determine the manner in which and persons by whom cheques, promissory notes, bankers' drafts, bills of exchange and other negotiable instruments, and receipts for money paid to the Company, may be signed, drawn, accepted, endorsed or otherwise executed.

8.6 Committees

The Directors may delegate, and revoke the delegation of, any of their powers, other than powers required by law to be dealt with by Directors as a board, to a Committee or Committees consisting of one or more of their number as they think fit.

8.7 Powers delegated to Committees

A Committee to which any powers have been delegated under article 8.6 must exercise those powers in accordance with any directions of the Directors.

8.8 Powers of delegation

The Directors may delegate any of their powers to any persons they select for any period, to be exercised for any objects and purposes on any terms and subject to any conditions and restrictions as they think fit, and may revoke, withdraw, alter or vary the delegation of any of those powers.

The powers of delegation expressly or impliedly conferred by this Constitution on the Directors are conferred in substitution for, and to the exclusion of, the power conferred by section 198D of the Corporations Act.

9 Proceedings of Directors

9.1 Directors' meetings

The Directors may meet together for the dispatch of business and adjourn and otherwise regulate their meetings as they think fit.

9.2 Director may convene a meeting

A Director may at any time, and the Secretary must on the written request of a Director, convene a meeting of the Directors.

9.3 Use of technology for Directors' meetings

A Directors' meeting may be called or held using any technology consented to by all the Directors. The consent may be a standing one. A Director may only withdraw their consent within a reasonable period before the meeting.

9.4 Questions decided by majority

A question arising at a meeting of Directors is to be decided by a majority of votes of Directors present and entitled to vote and that decision is for all purposes a decision of the Directors.

9.5 Alternate Director or proxy and voting

A person who is present at a meeting of Directors as an Alternate Director or as a proxy for another Director has one vote for each absent Director who would be entitled to vote if present at the meeting and for whom that person is an Alternate Director or proxy. If that person is also a Director, they have one vote as a Director in that capacity.

9.6 Chairman and Deputy Chairman of Directors' meetings

- (a) The Chairman will be chairman of the Directors' meetings; and
- (b) The Deputy Chairman (if any) will be deputy chairman of the Directors' meetings.

9.7 Absence of Chairman at a Directors' meeting

- (a) If a Directors' meeting is held and:
 - (i) the Chairman has not been elected under article 6.5(a); or
 - (ii) the Chairman is not present within 10 minutes after the time appointed for the holding of the meeting or is unable or unwilling to act,the Deputy Chairman (if any) will be chairman of the meeting.

If the Directors' meeting is held and neither the Chairman or Deputy Chairman is present within 10 minutes after the time appointed for the holding the meeting or is unable or unwilling to act, the Directors present must elect one of their number to be a chairman of the meeting.

9.8 Chairman's casting vote at Directors' meetings

If there is an equality of votes cast for and against a question, the chairman of a Directors' meeting has a casting vote, unless only two Directors are present and entitled to vote at the meeting on the question.

9.9 Appointment of Alternate Director

Subject to the Corporations Act, a Director may appoint a person approved by a majority of the other Directors, to be an Alternate Director in the Director's place for such period as the Director thinks fit.

9.10 Alternate Director and meetings

An Alternate Director is entitled to notice of all meetings of the Directors and, if the appointor does not participate in a meeting, the Alternate Director is entitled to participate and vote in the appointor's place.

9.11 Alternate Director's powers

An Alternate Director may exercise all the powers of the appointor except the power to appoint an Alternate Director and, subject to the Corporations Act, may perform all the duties of the appointor except to the extent that the appointor has exercised or performed them.

9.12 Alternate Director responsible for own acts and defaults

Whilst acting as a Director, an Alternate Director:

- (a) is an officer of the Company and not the agent of the appointor; and
- (b) is responsible to the exclusion of the appointor for the Alternate Director's own acts and defaults.

9.13 Alternate Director - expenses and remuneration

Articles 3.3, 7.9, 7.10 and 7.11 apply to an Alternate Director as if they were a Director.

9.14 Termination of appointment of Alternate Director

The appointment of an Alternate Director may be terminated at any time by the appointor even if the period of the appointment of the Alternate Director has not expired, and terminates in any event if the appointor ceases to be a Director.

9.15 Appointment or termination

An appointment, or the termination of an appointment, of an Alternate Director must be effected by a notice signed by the Director who makes or made the appointment and delivered to the Company.

9.16 Alternate Director and number of Directors

An Alternate Director is not to be taken into account separately from the appointor in determining the number of Directors.

9.17 Director attending and voting by proxy

A Director may participate in and vote by proxy at a meeting of the Directors if the proxy:

- (a) is another Director; and
- (b) the appointment is signed by the appointor.

The appointment may be general or for one or more particular meetings. A Director present as proxy of another Director who would be entitled to vote if present at the meeting has one vote for the appointor and one vote in his or her own capacity as a Director.

9.18 Quorum for Directors' meeting

At a meeting of Directors, the number of Directors whose presence in person or by proxy is necessary to constitute a quorum is as determined by the Directors and, unless so determined, is five.

9.19 Continuing Directors may act

The continuing Directors may act despite a vacancy in their number. If their number is reduced below the requirements of article 7.1, the continuing Directors may, except in an emergency, act only for the purpose of filling vacancies to the extent necessary to bring their number up to that minimum or to convene a general meeting.

9.20 Chairman of Committee

The members of a Committee may elect one of their number as chairman of their meetings. If a meeting of a Committee is held and:

- (a) a chairman has not been elected; or
- (b) the chairman is not present within 10 minutes after the time appointed for the holding of the meeting or is unable or unwilling to act,

the members involved may elect one of their number to be chairman of the meeting.

9.21 Meetings of Committee

A Committee may meet and adjourn as it thinks proper.

9.22 Determination of questions

Questions arising at a meeting of a Committee are to be determined by a majority of votes of the members of the Committee entitled to vote.

If there is an equality of votes the chairman of the meeting has a casting vote, unless only two members of the Committee are present and entitled to vote at the meeting on the question.

9.23 Circulating resolutions

The Directors may pass a resolution without a Directors' meeting being held if a majority of the Directors entitled to vote on the resolution sign a document containing a statement that they are in favour of the resolution set out in the document. Separate copies of a document may be used for signing by Directors if the wording of the resolution and statement is identical in each copy. The resolution is passed when the last Director signs.

9.24 Validity of acts of Directors

All acts done at a meeting of the Directors or of a Committee, or by a person acting as a Director are, even if it is afterwards discovered that:

- (a) there was a defect in the appointment or continuance in office of a person as a Director or of the person so acting; or
- (b) a person acting as a Director was disqualified or was not entitled to vote,

as valid as if the relevant person had been duly appointed or had duly continued in office and was qualified and entitled to vote.

10 Chief Executive Officer

- (a) The Directors may:
- (i) appoint a Chief Executive Officer for any period;
 - (ii) delegate to the Chief Executive Officer any of the powers conferred on the Directors; and
 - (iii) withdraw or vary any of those powers,
- on any terms and conditions and with any restrictions as they think fit. The Directors may fix the remuneration of the Chief Executive Officer which may be by way of salary drawn from the Company.
- (b) The Directors may appoint the Chief Executive Officer to hold office as a Director for a period not to exceed the term of employment.
- (c) Subject to the terms of any employment contract between the Company and the Chief Executive Officer:
- (i) the Directors may at any time remove or dismiss the Chief Executive Officer from employment with the Company, in which event any appointment of the Chief Executive Officer as a Director will automatically cease; and alternatively
 - (ii) if the Chief Executive Officer ceases to be a Director, the Directors may revoke or vary the appointment as Chief Executive Officer.

11 Secretary

11.1 Appointment of Secretary

The Company must have at least one Secretary who is to be appointed by the Directors.

11.2 Suspension and removal of Secretary

The Directors may suspend or remove a Secretary from that office.

11.3 Powers, duties and authorities of Secretary

A Secretary holds office on the terms and conditions (including as to remuneration) and with the powers, duties and authorities, as determined by the Directors.

12 Seals

12.1 Safe custody of common seals

The Directors must provide for the safe custody of any seal of the Company.

12.2 Use of common seal

If the Company has a common seal or duplicate common seal:

- (a) it may be used only by the authority of the Directors, or of a Committee authorised by the Directors to authorise its use; and

- (b) every document to which it is affixed must be signed by a Director and be countersigned by another Director, a Secretary or another person appointed by the Directors to countersign that document or a class of documents.

13 Inspection of records

13.1 Inspection by Members

Subject to the Corporations Act, the Directors may determine whether and to what extent, and at what times and places and under what conditions, the accounting records and other documents of the Company or any of them will be open to the inspection of Members (other than Directors).

13.2 Right of a Member to inspect

A Member (other than a Director) does not have the right to inspect any document of the Company except as provided by law or authorised by the Directors or by the Company in general meeting.

14 Service of documents

14.1 Document includes notice

In this Part 14, a reference to a document includes a notice and a notification by electronic means.

14.2 Form of document

Unless expressly stated otherwise in this Constitution, all notices, certificates, statements, demands, appointments, directions and other documents referred to in this Constitution must be in writing.

14.3 Methods of service

The Company may give a document to a Member:

- (a) personally;
- (b) by delivering it or sending it by post to the address for the Member in the Register or an alternative address nominated by the Member;
- (c) by sending it to a fax number or electronic address nominated by the Member; or
- (d) by notifying the Member by an electronic means nominated by the Member that:
 - (i) the document is available; and
 - (ii) how the Member may use the nominated access means to access the document.

14.4 Post

A document sent by post:

- (a) if sent to an address in Australia, may be sent by ordinary post; and
- (b) if sent to an address outside Australia, must be sent by airmail,

and in either case is taken to have been received on the day after the date of its posting.

14.5 Fax or electronic transmission

A document sent or given by fax or to an electronic address:

- (a) is taken to be effected by properly addressing and transmitting the fax or electronic transmission; and
- (b) is taken to have been delivered on the day following its transmission.

14.6 Electronic notification

A document made available by electronic means is taken to have been given and received on the day after the date of transmission of the notification specifying that the document is available and how it can be accessed.

14.7 Evidence of service

A certificate signed by a Director or a Secretary stating that a document was sent, delivered or given to a Member by post, fax or other electronic means on a particular date is evidence that the document was sent, delivered or given on that date and by that means.

15 Indemnity and insurance

15.1 Indemnity

To the maximum extent permitted by law, the Company indemnifies any current or former Director or other officer of the Company out of the assets of the Company against:

- (a) any liability incurred by the person in that capacity (except a liability for legal costs);
- (b) reasonable legal costs incurred in defending or resisting or otherwise in connection with proceedings, whether civil or criminal or of an administrative or investigatory nature against the person or in which the person becomes involved because of that capacity; and
- (c) reasonable legal costs incurred in good faith in obtaining legal advice on issues relevant to the performance of their functions and discharge of their duties as an officer of the Company.

15.2 Insurance

To the maximum extent permitted by law, the Company may pay a premium for a contract insuring a person who is or has been a Director or other officer of the Company against liability incurred by the person in that capacity, including a liability for legal costs.

15.3 Contract

The Company may enter into an agreement with a Director or other officer of the Company with respect to the matters referred to in articles 15.1 and 15.2 and including provisions relating to rights of access to the books of the Company.

16 Winding up and revocation of DGR endorsement

16.1 Contributions on winding up

Each Member undertakes to contribute to the Company's property an amount not exceeding \$1 if the Company is wound up during, or within one year after the cessation of, the Member's membership, on account of:

- (a) payment of the Company's debts and liabilities contracted before they ceased to be a Member;
- (b) the costs of winding up; and
- (c) adjustment of the rights of the contributories among themselves.

16.2 Application of property on winding up

If any property or funds remain on the winding-up or dissolution of the Company and after satisfaction of all its debts and liabilities, the property or funds may not be paid to or distributed among the Members but must be given or transferred to one or more funds or institutions:

- (a) having a public charitable purpose or public charitable objects similar to the purpose and objects of the Company;
- (b) whose constitution or rules prohibit the distribution of its property and funds among its members to an extent at least as great as is imposed on the Company under this Constitution; and
- (c) which is an Approved Institution.

The fund or institution is to be determined by the Directors or, if they determine, by the Members in general meeting, at or before the time of dissolution and in default by application to the court.

16.3 Revocation of endorsement as a deductible gift recipient

If the Company is endorsed as a deductible gift recipient under Division 30 of the Tax Act and the endorsement is revoked, despite any other provision in this Constitution, all remaining gifts, deductible contributions and any money received in respect of such gifts and contributions must be transferred to an Approved Institution.

17 Accounts

The Directors must cause the accounts and records of the Company to be maintained and, if required, audited in accordance with the requirements of the Corporations Act and applicable Charitable Fundraising Legislation.

18 Charitable Fundraising Legislation

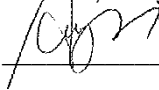
If the Company is an authorised fundraiser within the meaning of the Charitable Fundraising Legislation, the Company must comply with relevant requirements of the legislation and conditions of its authority to the extent applicable. This includes:

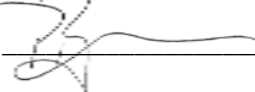
- (a) establishing and complying with proper and effective controls over fundraising appeals;
- (b) issuing receipts for money received;
- (c) management and administrative requirements; and
- (d) complying with requirements relating to conflicts of interest and dispute and complaint handling mechanisms.

Signing page

DATED:

Each of the undersigned is a person specified in the application for registration of the Company, has consented to become a member of the Company and agrees to the terms of this Constitution.

Name Anthony Harris _____
Address Lot 2671, Morgan Road, Belrose NSW 2085 _____
Signature  _____
Date 25 September 2016 _____

Name Peter Ferguson _____
Address 5 Bilga Avenue, BILGOLA NSW 2107 _____
Signature  _____
Date 25 September 2016 _____