

Rules for the Society for Creative Anachronism Incorporated

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Rules for the Society for Creative Anachronism Incorporated

1. Name

The name of the Incorporated Association is The Society for Creative Anachronism Incorporated referred to herein as the 'Association'.

2. Definitions

In these rules unless contrary intention appears-

- 'Committee' means the committee of management of the Association.
- 'Meeting' means a meeting of the Committee convened in accordance with these rules.
- 'Member' means a member of the Association.
- The 'Act' means the Associations Incorporation Act 1985.
- 'Regulations' means the Associations Regulations 1985.
- 'Registrar' is the Australian Registrar for the Association.
- 'Organisational Handbook' means the Organisational Handbook of the SCA.
- The 'SCA' means the Society for Creative Anachronism Incorporated in California.
- 'Rules' means the rules for the Society for Creative Anachronism Incorporated.

3. Objects and Purposes.

This Association is a non-profit educational sporting and recreational Association whose purpose includes:

(a) Research in the field of Pre - 17th century Western Culture.

(b) To present activities and events which recreate the environment of said era such as, but not limited to, tournaments, jousts, feasts, fairs, dances, classes, etcetera; to acquire authentic or reproduced replicas of chattels representative of that era; and to collect a library.

4. Definition of Structure for Historical Re-Creations.

The Association adopts and shall comply with the Corpora as defined in the Organisational Handbook in all ways other than those which conflict with Australian law. Changes to this Corpora may only be made by the SCA.

5. Powers

The Association shall have all the powers conferred by section 25 of the Act.

6. Affiliated Bodies

The Association may recognise similar organisations with similar constitutions (save for those changes necessary to conform to the Laws of the state in which it is incorporated) as an affiliated group.

The Association shall be affiliated with the SCA. It is subject to all of the rules and regulations as embodied in the Organisational Handbook save and except those which conflict with Australian Law or these Rules.

7. Membership

(a) Members of the Association are those people who are registered as current financial members with the Registrar and who are not suspended.

(b) Membership in the Association is open to any interested individual, without restriction of age or citizenship. Membership can be terminated only by

- (1) lapse following non-payment of dues, or
- (2) action of the Committee. Memberships are not transferable or assignable.

(c) Every member of the Association is eligible for office and advancement within the Association, subject to the requirements for such office or such advancement, and to the provisions established above. While all participants in the Associations activities are encouraged to become members, membership is a requirement only for persons holding office or entering formal competition for the privilege of holding office. Participation in tournaments, revels, re-creations, or other Association events does not require membership.

(d) The classes of membership of the Association shall be,

- Sustaining membership
- Contributing membership
- Patron membership
- Associate membership
- Family membership

- Sustaining membership conveys eligibility to hold office in the Association, as well as subscriptions to the monthly editions of the official newsletter of the Association and the annual edition of the official newsletter of the Association, and any other privileges designated by the Association or its subdivisions as accruing to members of the Association.
- Contributing membership conveys the privileges of Sustaining membership together with the thanks of the Association.
- Patron Membership conveys the privileges of Contributing memberships, as well as, if requested, three additional publications by surface mail and one more by air mail.
- Associate membership conveys eligibility to hold office in the Association, except where other membership categories are required by the Organisational Handbook, or these rules. Associate membership also entitles the holder to any privileges designated by the Association or its subdivisions as accruing to members of the Association, except where another membership type is specifically required by the organisation defining the privilege, as well as subscription to the annual edition of the official newsletter of the Association.
- Family membership extends the privileges of Associate membership to the spouse and legal dependents of a member of the Association as defined in paragraphs 7.d.1 through 7.d.3 of these rules.
- New members of the Association shall receive the current copy of the annual edition of the official newsletter of the Association.

8. Subscriptions

Subscription fees for each class of membership shall be determined by the Committee from time to time.

9. Resignations

A member may resign from membership of the Association by giving written notice thereof to the Registrar of the Association. A member so resigning shall not be entitled to a refund of his or her subscription or any part thereof.

10. Expulsion/Denial of a Member

(a) Subject to giving a member or prospective member an opportunity to be heard or to make a written submission, the Committee may resolve to expel a member or deny a prospective member the right to become a member upon a charge of misconduct detrimental to the interests of the Association.

(b) Particulars of the charge shall be communicated to the member by means of a letter sent to his last known address at least one month before the meeting of the Committee at which the matter will be determined.

(c) The determination of the Committee shall be communicated to the member by the same means as in sub-rule (b). In the event of an adverse determination membership shall cease or be denied forthwith, and a petition for revocation of membership will immediately be filed with the SCA.

11. The Committee

(a) The affairs of the Association shall be managed and controlled exclusively by a Committee which in addition to any powers and authorities conferred by these Rules may exercise all such powers and do all such things as are within the objects of the Association.

- (b) The Committee shall have the power to appoint such officers and employees as are required to carry out the objects of the Association, including a Public Officer required by the Act, and may discuss or delegate any of its powers to such officers.
- (c) The committee shall be comprised of a Chairperson, Secretary and not less than two other committee members, all of whom shall be subscribing members in good standing of the Association throughout their term of office. The initial Chairperson and Secretary is to be selected by the Committee at the first meeting of the Committee. All committee members must be at least 18 years of age.
- (d) The position of Chairperson shall be held for such period as the Committee shall from time to time determine, and shall rotate through the members of the Committee by their seniority on the Committee, unless otherwise decided by the Committee. No member shall be required to serve as Chairperson. If the Chairperson is not present or may not serve as Chairperson for any reason, the next member by rotation to receive the Chair shall be designated Vice-Chairperson and act as Chairperson.
- (e) A Registrar and a Treasurer shall be appointed as officers of the Association by unanimous vote of the Committee. The functions of these officers are to be as specified in section VII.A of the by-laws in the Organisational Handbook. These officers must be acceptable (as deputies) to the corresponding officers of the SCA.
- (f) The first Committee of the Association shall be appointed from nominations by the members of the Unincorporated Association held on the Registrar's membership list. The choice from the nominated members to form the initial Committee shall be made by the Board of Directors of the SCA. Half of the initial members of the Committee, who shall be chosen by lot, must retire within 12 months of Incorporation, but shall be immediately eligible for re-appointment.
- (g) Committee members may not hold the office of Treasurer, Registrar or Stock Clerk of the SCA Inc.
- (h) No previous Committee member shall be eligible for nomination to the Committee until twelve (12) months has passed since the end of their previous term.
- (i) Calls for nominations to the Committee shall be made in the official publications of the Association at least two months before the expiry of the term of any committee member. Nominations must be signed by the proposer and nominee to signify a willingness to stand for selection. Both Proposer and Nominee must be members of the Association.
- (j) Nominees must be acceptable to the SCA Board of Directors.
- (k) Selection of new Committee Members from acceptable Nominees will be made by a unanimous vote of a committee meeting.
- (l) All Committee members will be appointed for an initial probationary period of six months commencing at the end of the first meeting attended. At the first scheduled committee meeting at or after end of this term the Committee shall either confirm the remainder of the term, or appoint someone else to the Committee for a probationary period.
- (m) The Normal term for Committee members shall be three (3) years from the first meeting of a new committee member. It may be extended for a period not to exceed six (6) months by the unanimous vote of the remaining Committee members.

12. Disqualification of Committee Members.

The Office of Committee member shall become vacant if a committee member is:

- (a) Disqualified under the Act.
- (b) Expelled by the Committee for violation of these rules.
- (c) Impeachment. A Committee member can be impeached by a letter signed by three (3) Committee members and/or Corporate Officers or 10% of the current membership. Removal. The removal of a Committee member shall be considered by the Committee at its next regular meeting after an impeachment is filed, or at a special election meeting called, as per section 13 (c).

13. Proceedings of Committee

(a) Questions arising at any meeting shall be decided by a majority of votes, and in the event of equality of votes the Chairperson shall have a casting vote in addition to a deliberative vote.

(b) A quorum for a meeting of the committee shall be half the number of committee members, either present in person or by proxy.

(c)

(1) A member of the Committee having a pecuniary interest in a contract with the Association must disclose that interest to the Committee as required by the Act, and shall not vote with respect to that contract.

(2) That if either a committee member declares a point of discussion to be a conflict of interest or the other members of the committee adopts a motion by vote that a point of discussion is a possible conflict of interest.

- In either case the committee member may remove themselves from the discussion and shall remove themselves from the vote on the matter in question.
- If a committee member declares a point of discussion to be a conflict of interest. The committee may by resolution may adopt a motion to over-ride this declaration.
- A committee member standing aside from a discussion and/or vote does not reduce the numbers as regard a quorum at the meeting.

(d) General meetings of the Committee may be called by the Chairperson or by two other Committee members upon one month's notice of the meeting being published in the official newsletter of the Association.

(e) Special meetings of the Committee may be called by the Chairperson or by two other Committee members at any time. Notice of the time and place of a special meeting shall be given to all of the Committee members either by telephone, faxmail, personal delivery, or ordinary prepaid mail. In the case of mailing, notice must be postmarked at least 10 working days prior to the day of the meeting. In the case of faxmail or telephone, or personal delivery, notice must be given at least five working days prior to the meeting being held.

(f) Where a notice is sent by post, service of notice shall be deemed to be effected if it is properly addressed and posted to the member by ordinary prepaid mail.

(g) Meetings may be held at a location designated when the meeting is called, or via conference telephone or similar communications equipment.

14. Financial Year.

The First Financial year of the Association shall be the period ending on the 30 June 1991, and thereafter a period of twelve months ending on 30 June in each year.

15. Borrowing Powers.

Subject to this rule the Association may borrow money from banks or other financial institutions upon such terms as the Committee sees fit, and may secure the payment thereof by charging the property of the Association.

The Association shall have no liability for any debts incurred by any affiliated group.

16. Rules.

(a) These rules may be altered (including an alteration to name), or be rescinded and replaced by substituted rules by a resolution of the members of the Committee and such an alteration or replacement shall only take effect upon written approval by the Board of Directors of the SCA. Such an alteration shall be registered with the Commission as required by the Act.

(b) The registered rules shall bind the Association and every member to the same extent as if they had respectively signed and sealed them, and agreed to be bound by all of the provisions thereof.

17. The seal.

(a) The Association shall have a common seal upon which its corporate name shall appear in legible characters.

(b) The seal shall not be used without the express authorisation of the Committee, and every use of the seal shall be recorded in the minute book of the Association. The affixing of the seal shall be witnessed by either two committee members or a committee member and a designated officer of the Association.

(c) The seal shall be kept in the custody of the Chairman or other such person as the Committee may from time to time decide.

18. Minutes.

(a) Proper minutes of all proceedings of meetings of the Committee, shall be entered within one month after the relevant meeting in minute books kept for the purpose.

(b) The minutes kept pursuant to this rule shall be signed by the Chairperson of the meeting at which the proceedings took place or by the chairperson of the next succeeding meeting.

(c) Where minutes are entered and signed they shall until the contrary is proved be evidence that the meeting was convened and duly held, and that all proceedings held at the meeting shall be

deemed to have been duly held, and that appointments made at a meeting shall be deemed to be valid.

(d) Copies of the minutes of the meetings of the Committee shall be made available to the Registrar for distribution to those members who have paid a subscription to receive such minutes in addition to the normal membership fees of the Association.

(e) Any Letter or document sent to the Committee and cited in the minutes shall be considered public, and may be obtained from the Secretary by a written request so long as this request can be considered a public document. The Committee will honour requests for privacy and rights of authorship. If the author of a communication stipulates at the time that it be kept private, it will not be cited in the Minutes or distributed outside the committee or the officers of the Association unless the authors' permission has been obtained first. The Committee will not receive, consider or act on anonymous communications.

19. Accounts

(a) The Association shall keep such accounting records as are necessary to correctly record and explain the financial transactions and financial position of the Association.

(b) Any subgroup of the Association which does not provide sufficient details of financial transactions made in the name of the Association will be subject to suspension. This suspension will remain in force until the tabling of suitable details of financial transactions at a future regular meeting of the Committee.

20. Winding Up.

The Association may be wound up in the manner provided for in the Act.

21. Application of Surplus Assets.

If after the winding up of the Association there remains 'surplus assets' as defined in the Act, such surplus assets shall be distributed equally among any other affiliated associations in the other states of Australia. Should there be no other affiliated groups the 'surplus assets' remaining will become the property of the Society for Creative Anachronism Incorporated in California.