

# **BY-LAWS OF THE PROBUS CLUB OF DENMARK**

Revised April 2019

## **1. Maximum Membership**

The maximum number of members shall be 60, excluding Honorary and Non Active Members. Refer to Clause 3(d) of the Constitution.

## **2. Venue, Date and Time of General Meetings**

General meetings shall be held on the second Tuesday of each month at 10 am in the Denmark Riverside Club, Morgan Street. Denmark. Refer to Clause 6(a) and 6(b) of the Constitution.

## **3. Annual Subscription and Joining fee**

The annual subscription payable by members shall be forty-five dollars. The joining fee payable by new members shall be twenty five dollars. Refer to Clause 7(a) of the Constitution.

## **4. The Management Committee**

The Club Committee shall comprise of a President, Vice-President, Secretary, Treasurer and up to 6 Committee Members to be responsible for Social, Welfare, Speakers, Newsletter and such other activities as may be decided from time to time by the Committee. The Immediate Past President shall be a member, ex officio, of the Committee. Where practical, the offices of President and Vice-President should be held by female and male members alternately, all other positions being not gender specific. Refer to Clause 4 of the Constitution.

## **5. Amending these By-Laws**

These By-laws may be amended at a General Meeting of the Club, a quorum being present, by the affirmative vote of not less than three-quarters present voting, notice of such proposed amendment having been published to all members at least 21 days before such meeting.

# **STANDING RESOLUTIONS OF THE PROBUS CLUB OF DENMARK**

Revised April 2019

## **1. Standing Resolutions**

That a register of Standing Resolutions be Created. All new Committee Members to receive a copy of the Standing Resolutions at the commencement of the Probus year. The list of Standing Resolutions be posted in full on the website. *Moved and passed, General Meeting of 9/11/2010*  
*Amendment moved and passed, General Meeting of 13/08/2013*

## **2. Birthday Celebrations**

That the Club hold a special Birthday Celebration on every 5th Anniversary, where other Probus Clubs are invited to join us. On in between years our celebration will be mainly of an in-house nature. Our Club's first meeting was held on February 13 1990. *Moved and passed, General Meeting of 9/11/2010*

## **3. Prospective Members**

The Vice President shall take responsibility to brief prospective members on the benefits and responsibilities of membership prior to membership application being lodged. *Moved and passed. General Meeting of 9/11/2010*

#### 4. Guidance for Visitors

**A: Visiting Probians** To be introduced by the President of Denmark Probus Club. A membership badge of the visitor's Club should be worn.

**B: Members' Visitors** Visitors to be introduced to the Denmark Probus Club General Meetings by their sponsoring member.

On their second visits the Vice President will enquire whether the visitor(s) intend to apply for membership, and inform the visitor of what is expected of them as members regarding participation in the activities of and service to the Club.

At their third visit the prospective member(s) will be invited to submit their Application Form(s). At this time they will be advised if there is a vacancy in the Club and if not that their application will not be considered until a vacancy appears and, if there is a queue, where they are in the queue.

**C: Visitors not wishing to apply for membership** If the visitors] does not wish to apply for membership the Vice President will inform them, at their second visit, that they can no longer attend following their third visit.

**D: Applicants for Membership** Upon receipt of an application, and where there is a vacancy in the Club, Committee will consider the application and inform the applicant of their decision. At that time, if approved, the person becomes a Pending Member.

If there are no vacancies the application is held for processing by the committee until a vacancy occurs.

In the meantime the applicant is given access to 'Denmark Probus News' and they may attend General Meetings and/or Club functions as a guest of a member. They have no voting rights during this period, nor may they use the Club library.

When membership is approved the new member will be inducted at the first opportunity. All waiting applicants will be dealt with in strict order of date of submission.

No new member will be inducted until the Joining Fee and Subscription has been paid. *Moved and passed, General Meeting of 13/08/2013*

#### 5. Insurance Cover for Members and Guests

For insurance purpose, attendance lists for all activities should be retained for a period of thirteen months. The exception being, an attendance list for coffee mornings will not be maintained, as these are considered a non-structured social event. *Moved and passed, General Meeting of 10/12/2013*

## **6. Internet Banking**

Two of any 3 nominated members of the Management Committee, appointed by the Management Committee, are authorised to use internet Electronic Funds Transfer (EFT) banking system for club accounts. *Moved and passed, General Meeting 11/02/2014*