

# By-Laws of City South Association Inc.

These By-Laws are the first By-Laws of City South Association Inc. ('CSA'). They were adopted by the Members of CSA who were present at the Annual General Meeting of CSA at which the new Constitution and these By-Laws were adopted, on 06/08/2014. These By-Laws remain in force for the use by the Committee until cancelled, rescinded, amended or replaced by the Members in General Meeting.

## 1. Definitions

In these By-Laws, unless the contrary intention appears:

**'CSA'** means City South Association Inc.;

**'By-Laws'** means these By-Laws of CSA at present in force;

**'Code of Conduct'** means any Committee's Code of Conduct of CSA from time to time in force;

**'Constitution'** means the Constitution of CSA at present in force;

**'Committee'** means the Committee of CSA as provided in the Constitution;

**'Member'** means a Member of CSA as provided in the Constitution;

**'Precinct'** means the CSA geographic boundary referred to in the Constitution covering the southwest corner of the City of Adelaide being the area bounded by South Terrace, Pulteney Street, Gouger/Angas Streets and West Terrace;

**'Task Group'** means a sub-committee formed by the Committee for a specific purpose under CSA's Constitution.

## 2. Classes of Members

Until altered by a resolution of the Members of CSA present at a General Meeting, the following Membership will apply:

- 2.1 Business Members whose businesses have an interest in the CSA Precinct and possess a current Australian Business Number (ABN);
- 2.2 Resident Members and Concession Members both of which must reside in the CSA Precinct; and
- 2.3 Honorary Members, at the discretion of the Committee, comprising either:-
  - a. A relevant Community Group representative; or
  - b. Adelaide City Councillors during the time they hold office as such.

### **3. Subscription Rates**

- 3.1 The Committee will determine the amount of subscription fees applicable for each class of Members and will alter or vary the amounts or the time for payment or the manner in which they will be paid from time to time, and record them in the By-Laws, subject to the ratification by the Members at the next General Meeting.
- 3.2 As at the adoption of these By-Laws the following annual subscription rates will apply until further notice:-
- Business Members - \$20.00
  - Resident Members - \$10.00
  - Concession Members - \$5.00
- 3.3 The subscription rates may be modified from time to time by resolution at a Committee Meeting, subject to ratification by the Members at the next following General Meeting.

### **4. The Committee**

- 4.1 The Committee Executive will be comprised of those elected Committee Members under the provisions of the Constitution.
- 4.2 At all times the Committee Members will comply with the Constitution and abide by the Committee's Code of Conduct, if any, from time to time in force.

### **5. Committee: Urgent Business and Emergencies**

- 5.1 In the case of urgent business and emergencies, the President and a minimum of two Committee Members may meet and make decisions which must be taken for ratification at the next available Committee Meeting.
- 5.2 For the purposes of these By-Laws, the Constitution and the Code of Conduct, 'Urgent Business and Emergencies' means an event which requires the decision or resolution of the Committee to be made but where there is not sufficient time to contact all Committee Members to pass a written resolution under the Constitution or to call a meeting of the Committee where a quorum would be present.
- 5.3 Every endeavour must be made to contact as many Committee Members as possible prior to the emergency meeting to appraise them of the situation and to seek their approval on the matter requiring resolution. Details of approval from absent Committee Members will be recorded in the Minutes of the emergency meeting.
- 5.4 As soon as practical after the emergency meeting, a meeting of the Committee should be called to consider and ratify any resolution passed. Every Committee Member must be informed of the matter which required

resolution at the emergency meeting, of the steps taken to notify all Committee Members and of the outcome at the emergency meeting.

5.5 The President and Committee Members present at an emergency meeting called under these By-Laws are prohibited from committing CSA to contracts or expenses of a significant nature without the prior approval of the Committee.

## **6. Expenditure**

6.1 The Treasurer is responsible for the timely payment of accounts on behalf of CSA.

6.2 Subject to By-Law 6.3, accounts for payment must be presented to the Committee for authorisation prior to payment.

6.3 Where the amount due does not exceed \$500, the Treasurer is authorised to pay the account without the prior confirmation of the Committee, provided that the paid account is presented to the next Committee Meeting for ratification.

## **7. By-Laws and Committee's Code of Conduct**

7.1 The Committee will prepare and maintain and have custody of the By-Laws and any Code of Conduct of CSA. The By-Laws and any Code of Conduct will assist the Members, the Committee and Task Groups, if any, to fairly deal with questions and procedures not fully dealt with in its Constitution.

7.2 The By-Laws and Code of Conduct may be reviewed from time to time by the Committee and may be altered, rescinded and replaced with a substitution by resolution of the Committee at any time so long as the changes to the By-Laws and Code of Conduct are approved, amended or rejected, by the Members at the next following general meeting.

7.3 Once prepared, a copy of the By-Laws and the Code of Conduct will be made available to every Member of CSA on request.

7.4 The By-Laws and Code of Conduct will bind CSA 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 in the By-Laws and the Code of Conduct.

## Document Control Summary

Document Title
By-Laws of City South Association Inc.

Version	Version Date	Source	Reason[s] for Change
1 - Initial	July 2014	CSA Committee	Introduction of CSA By-Laws
2 - Revision	November 2014	CSA Committee	<ul style="list-style-type: none"> <li>• Additional By-Law - Expenditure</li> <li>• Change Sub By-Law numbering system</li> </ul>

Proposed Review Date
As required

© City South Association Inc.: This document is the property of City South Association Inc. It may not be copied, distributed or recorded on any electronic medium without the express permission of City South Association Inc.