

Probus Centre – South Pacific Inc **OFFICIAL FORMAL NOTICE**

In accordance with amendment requirements, as authorised by Probus Centre – South Pacific Inc., (PCSP) all accredited Probus clubs are asked to formally adopt these amendments to ensure continued accreditation as a Probus club.

Probus clubs that are incorporated will be required to formally adopt amendments and provide formal advice to state/territory incorporation departments, within the required time by completing the appropriate form accompanied by fee payment.



PROBUS CENTRE – SOUTH PACIFIC INC. **OFFICIAL NOTICE** **Amendment to the Standard Probus Club Constitution**

As the accrediting body, Probus Centre – South Pacific Inc. wish to advise the formal adoption and enacting of the following amendments to the *Standard Probus Club Constitution* as at February, 2008.

Proposal 1 – Standard Probus Club Constitution

Article III (a) – Membership – remove the words 'who have held positions of responsibilities in' and add the word 'from'.

The article to now read:

'Membership of this club shall be open to retired and semi-retired professional and business people and others from any worthy vocation and who appreciate and value opportunities for social contact with others in similar circumstances.'

Proposal 2 – Standard Probus Club Constitution

Article IV (b) – Management – add the word 'consecutive'.

The article to now read:

'Officers and committee members shall be elected annually in accordance with the by-laws. The term of office of the president shall be one year, which may be extended to not more than two consecutive years if required due to special circumstances. The foundation president may serve two successive terms if the club has been formed less than nine months before the first Annual General Meeting.'

Proposal 3 – Standard Probus Club Constitution

Article V (c) – Meetings – addition of new clause

'Newly elected officers shall take office from April 1 each year.'

Probus clubs are required to formally adopt these amendments forthwith.

Incorporated Probus clubs are required to formally adopt these amendments forthwith and to take all steps necessary to comply with the incorporation legislation of your state/territory.

Authorised by
Probus Centre – South Pacific Inc. Board of Management

February 2008

AUSTRALIA

URGENT ATTENTION - Probus Club Management Committee

As you are aware, Probus Centre – South Pacific Inc. undertook the second 3-Year Review of the Standard Probus Club Constitution and sought participation by clubs for both proposing amendments and indicating objection for recommended proposed amendments. This review closed on January 31st, 2008.

In total, 1,538 clubs participated in the final outcome, which totaled 68.54% of the 2244 accredited clubs.

As authorised, Probus Centre – South Pacific Inc. Constitutional sub-committee considered all proposals and made recommendation back to, and were supported by the full Probus Centre – South Pacific Inc. Board of Management.

The proposals put forward were not necessarily endorsed by Probus Centre Board but were recommended on reasonable grounds of merit and **solely submitted by individual clubs**.

As a result of the 2008 3-year Constitutional Review the amendments have been enacted and endorsed by Probus Centre – South Pacific Inc.

Probus Centre – South Pacific Inc. Board provides the enclosed OFFICIAL FORMAL NOTICE and 3-YEAR CONSTITUTIONAL REPORT for the information and interest of your members.

Please follow the steps included to adopt the amendments for unincorporated clubs (page 2) and incorporated clubs (page 3) or contact Probus Centre for further advice.

Copies of the Australian Standard Probus Club Constitution and Recommended By-Laws dated February 2008 are available on request from Probus Centre by electronic format or post. The document may be downloaded as a PDF from www.probus.com.au

A master copy of the PCSP Recommended Incorporated Constitution for each State and Territory dated February 2008 is available on request by electronic format or post. (No large printed quantities are available.)

Thank you to clubs for their participation, input, support and encouragement.

Probus Centre further advises that the Board will move to establish a new Policy to undertake the Standard Probus Club Constitutional Review every 5 years. Clubs are asked to include a budget line to cover the costs associated with future reviews.

With kind regards and best wishes for continued Probus goodwill and fellowship,

Yours in Probus Service,



Pat Atkinson
General Manager

March 2008

METHOD OF ADOPTION – Un-incorporated clubs ONLY

Step 1

Provide members with 21 days written notice of the 'Notice of Motion'

CONSTITUTION

Introduction – In accordance with the requirements for continued accreditation as a Probus club, members are asked to formally adopt the recommended amendments proposed by Probus Centre – South Pacific Inc.

NOTICE OF MOTION

Probus clubs are advised to formally adopt amendments to Article III (a) Membership, Article IV (b) Management and new Article V (c) of the Standard Probus Club Constitution as revised February 2008.

Membership Article III (a)

The article to now read:

'Membership of this club shall be open to retired and semi retired professional and business people and others from any worthy vocation and who appreciate and value opportunities for social contact with others in similar circumstances.'

Management Article IV (b)

The article to now read:

'Officers and committee members shall be elected annually in accordance with the by-laws. The term of office of the president shall be one year, which may be extended to not more than two consecutive years if required due to special circumstances. The foundation president may serve two successive terms if the club has been formed less than nine months before the first Annual general Meeting.'

Meetings Article V (c) (new clause)

'Newly elected officers shall take office from April 1 each year.'

RESOLUTION

Members resolved by "Special Resolution" to formally adopt the amendments to the PCSP Standard Probus Club Constitution as revised February 2008.

Step 2

Once your club has adopted the amendments please provide a signed and dated copy of your constitutional documents for PCSP records.

Step 3

The Probus year begins April 1st each year and ends March 31st each year.

A consequence of the new clause – Meetings – Article V (c) - 'Newly elected officers shall take office from April 1 each year.' – Probus Centre recommends that clubs recognise the period of election of officers and their taking office as a 'caretaker' period.

The following Standing Resolution is recommended to authorise the newly elected officers to meet and discuss the plans for the year, register new signatories and attend to any urgent matters that may arise. (Example: meeting venue burns down, a member of the committee resigns unexpectedly due to ill health etc.)

'Members elected at the Annual General Meeting shall be authorised to administer the affairs of the club prior to April 1st, and shall report on such matters to the members at the April general meeting for ratification'.

METHOD OF ADOPTION – Incorporated clubs ONLY

Step 1

Provide members with 21 days written notice of the 'Notice of Motion'

CONSTITUTION

Introduction – in accordance with the requirements for continued accreditation as a Probus club, members are asked to formally adopt the recommended amendments proposed by Probus Centre – South Pacific Inc.

NOTICE OF MOTION

Incorporated Probus clubs are advised to formally adopt amendments by 'Special Resolution' to Article 3 (a) and Article 4 (b) of the PCSP Recommended Incorporated Probus Club Constitution (*state/territory based*) as revised February 2008.

Membership Article 3 (a)

The article to now read:

'Membership of this club shall be open to retired and semi retired professional and business people and others from any worthy vocation and who appreciate and value opportunities for social contact with others in similar circumstances.'

Management Article 4 (b)

The article to now read:

'Officers and committee members shall be elected annually in accordance with the by-laws. The term of office of the president shall be one year, which may be extended to not more than two consecutive years if required due to special circumstances. The foundation president may serve two successive terms if the club has been formed less than nine months before the first Annual general Meeting.'

Election of the Committee Article 5 (b)

'Newly elected officers shall take office from April 1 each year.'

NB: This clause is included in the Recommended Incorporated Probus Clubs Constitutions for each state/territory as an amendable clause. Clubs who currently have this clause do not need to adopt the amendment. Any clubs who have previously amended this clause will have to adopt the current amendment.

RESOLUTION

Members resolved by "Special Resolution" to formally adopt the amendments proposed by Probus Centre – South Pacific Inc. and to take appropriate action to meet statutory requirements of the Model Rules underincorporation legislation. (*Insert state/territory*)

Step 2

Once your club has adopted the amendments please provide a signed and dated copy of your constitutional documents for PCSP records.

Step 3

The Probus year begins April 1st each year and ends March 31st each year.

A consequence of the new clause – Meetings – Article V (c) - 'Newly elected officers shall take office from April 1 each year.' – Probus Centre recommends that clubs recognise the period of election of officers and their taking office as a 'caretaker' period.

The following Standing Resolution is recommended to authorise the newly elected officers to meet and discuss the plans for the year, register new signatories and attend to any urgent matters that may arise. (Example: meeting venue burns down, a member of the committee resigns unexpectedly due to ill health etc.)

'Members elected at the Annual General Meeting shall be authorised to administer the affairs of the club prior to April 1st, and shall report on such matters to the members at the April general meeting for ratification.'

Special Attention to those incorporated clubs that have developed their own incorporated constitutions; Probus clubs that have developed their own constitutional documents **must ensure** that the Preamble and the 11 Articles of the Standard Probus Club Constitution as revised February 2008 are embodied in their documents and such constitutional documents must meet the approval of Probus Centre – South Pacific Inc.

03/08

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