



THE COMBINED PROBUS CLUB OF WHEELERS HILL INC.

Registered Club No. 58449, Accreditation No 2171

P.O. Box 475, Mulgrave, Vic 3170

BY LAWS

1. MANAGEMENT

- (a) The Club shall be managed by a Management Committee, herein after called "the committee", comprising a President, Vice-President, Secretary, Treasurer and 6 Committee Members to be responsible for Tours and Visits, Programs (Guest Speakers), Membership, Fellowship, Club Bulletin, Catering and such other activities as may be decided from time to time by the Club.
- (b) The offices of President and Vice-President should be held by female and male members alternately, all other positions being non-gender specific.

2. MEETINGS

- (a) The Club shall meet monthly on the third Friday of each month (As determined at the General Meeting held on 19th July, 2002.).
- (b) The Club may meet at another time, on another day, or at another venue by decision of the members.

3. MEMBERSHIP

- (a) The maximum membership of the Club shall be 140 members.
- (b) In the event that the ratio between the sexes exceeds 60%/40%, priority will be given to the applicant who helps to correct the imbalance.
- (c) Existing Probus transferees new to the City of Monash, with a letter of introduction, will be considered by the Executive for membership placement.
- (d) To secure long term viability of the club with respect to age, two (2) membership Waiting Lists shall apply, each not exceeding twelve (12) persons-

List A. For younger applicants, at date of application acceptance*

And.

List B. For older applicants, at date of application acceptance*

* The average age of applicants determines the midpoint between "Younger" and "Older" applicants, taking into account (e) below.

- (e) In the case of couples, the younger persons' age is used for the couple in the average age calculation and determines the list to which the couple is allocated.
- (f) Should applications not fill a list, the Executive Committee may allocate applicants to balance the list so that the numbers on each list will be equal, where practicable.
- (g) New Members (singly or in pairs) shall, when possible, be drawn from each Waiting List alternately, when appropriate.

4. NON-MEMBERS

- (a) Non-Members of the club who are not on Waiting Lists A or B are limited to attending no more than three (3) General Meetings.
- (b) All Non-Members of the Club who attend General Meetings are required to pay a fee per attendance. The fee will be determined by the Executive Committee from time to time. Guest speakers or other guests invited by the Executive Committee are exempted from payment.
- (c) Non-Members of the Club on Waiting List A or B who attend more than three (3) General Meetings or activities per annum are required to make an annual payment to cover insurance costs that equate to the most recent Capitation Fee set by Probus South Pacific Limited.

Non-Members of the Club not on Waiting List A or B who attend more than three (3) activities per annum are required to make an annual payment to cover insurance costs that equate to the most recent Capitation Fee set by Probus South Pacific Ltd.

Members of other Probus clubs who attend activities are exempted from making the insurance payment.

5. SUBSCRIPTIONS

- (a) The subscription payable by members is \$40 per annum.
- (b) The joining fee payable by a member on admission to the club is \$30.

6. NON SUBSCRIBING MEMBERSHIP

- (a) There shall not be more than Honorary Members at any one time (as determined at the General Meeting held on.....).To be determined
- (b) There shall not be more than Life Members at any one time (as determined at the General Meeting held on.....).To be determined

7. AMENDMENTS

- (a) These By Laws (other than those to be determined at an Annual General Meeting), may be amended at a general meeting of the Club, a quorum being present, by the affirmative vote of not less than three quarters of the members present and voting, notice of such proposed amendment having been published to all members at least twenty-one days before such meeting.

Document Version Control Sheet

Note: When updating the body of this document, clear the yellow background highlighting from previous changes, then insert new changes into the body of document and highlight in yellow, change the date in the footer and update this page to record the change details.

DATE	CHANGE DESCRIPTION	AUTHOR
16/07/2004	Section 3b - Membership selection to give priority to achieve 60/40 female /male ratio.	Kaye Banford (Note 1)
16/07/2004	Section 3c - Existing Probus transferees new to the City of Monash, with a letter of introduction, will be considered by the Executive for membership placement.	Kaye Banford (Note 1)
17/10/2008	Section 3d - Introduction of waiting lists for ages <65 and =>65 to secure the long term viability of the club with respect to age.	Thérèse Browne (Note 1)
17/10/2008	Section 3e - New members (singly or in pairs) shall, when possible, be drawn from each Waiting List alternately when appropriate.	Thérèse Browne (Note 1)
19/3/2010 AGM	Section 3a - Max club membership raised from 130 to 140.	Margaret Keir (Note 1)
15/02/2013	Section 3f – removal on the restriction in the use 3d & 3e	Doug C Lawrence (Note 1)
20/02/2015	Section 4a - Non-Members of the club who are not on Waiting Lists A or B are limited to attending no more than three.	Barry Stevens (Note 1)
20/2/2015	Section 4b - All Non-Members of the Club who attend General Meetings are required to pay a fee per attendance.	Barry Stevens (Note 1)
20/02/2015	Section 4c - Members of other Probus clubs who attend activities are exempted from making the insurance payment.	Barry Stevens (Note 1)
20/03/2015 AGM	Section 7a - Changes to the rules for amending the Bylaws.	Barry Stevens (Note 1))
17/03/2017 AGM	Section 5a - Increase in the joining fee.	Warren Gribble (Note 1)
17/03/2017 AGM	Section 5b – Increase to the annual membership fee.	Warren Gribble (Note 1)
11/08/2019	<ul style="list-style-type: none"> - Introduced document version control process. (This page). - Removed the text of section 3f which was crossed out but not removed. - This version control page replaces president and secretary names at bottom of document which often were not updated when changes were made. 	Ray Binks
16/08/2019	Section 3d, 3e, 3f and old 3e renumbered 3g. Change to the way new members are allocated to list A (younger) and List B (older) from above and below age 65 to an age based on the average of the age of applicants. This change was entered on 18/08/2019 but was approved at general meeting 16/08/2020.	Lynn Carter Eleanor Allan
07/09/2019	Standardised the name of Probus South Pacific as Probus South Pacific Limited	Lynn Carter
08/01/2020	Removed the change that was entered on 07/09/2019	Ray Binks

Note 1 Entry made by Ray Binks on 09/07/2019 at the time version control sheet was created. The entry was based on an amendment date obtained from text of the document and author was assumed to be secretary at the time based on the honour roll. Where the change was introduced on an AGM date the secretary from the year ending was entered.