



# Elizabeth Macarthur Montessori Pre-School Association Incorporated

A.B.N. 4210 9165 986

41 Sunderland Drive  
RABY NSW 2566  
Phone 02 9603 1366  
Fax 02 9603 1566

## THE RULES OF ELIZABETH MACARTHUR MONTESSORI PRE-SCHOOL ASSOCIATION INCORPORATED

HEREIN ARE IN ACCORDANCE WITH SECTION 11 AND CONTAIN THOSE MATTERS  
SPECIFIED IN SCHEDULE 1, OF THIS ASSOCIATION INCORPORATED ACT 1984.

### PART I PRELIMINARY

#### Interpretation

1. (1) In these rules, except in so far as the context or subject matter otherwise indicates.

“Parent” means a parent of one or more children enrolled in one of the school run by the association and shall be deemed to include a guardian of such child or children.

“Education Advisor” means a person appointed from time to time to advise the association on the requirements of Montessori teaching.

“Ordinary member” means a member of the committee who is not an office-bearer of the association, as referred to in rule 13 (2).

“Secretary” means:-

- (a) the person holding office under these rules as secretary of the association; or
- (b) where no such person holds that office – the public officer of the association;

“Special general meeting” means a general meeting of the association other than annual general meeting.

“The unincorporated association” means the unincorporated body known as “Elizabeth Macarthur Montessori Pre-School Association”.

“The Act” means the Association Incorporated Act, 1984.

“The Regulation” means the Association Incorporated Regulation, 1985.

**(2) In these rules –**

- (a) a reference to a function includes a reference to a power, authority and duty; and**
  - (b) a reference to the exercise of a function includes, where the function is a duty, a reference to the performance of the duty.**
- (3) The provisions of the Interpretation Act, 1987, apply to and in respect of these rules in the same manner as those provisions would so apply if these rules were an instrument made under the Act.**

## **PART II MEMBERSHIP**

### **Membership qualifications**

**2. A person is qualified to be a member of the association if, but only if –**

- (a) the person is a person referred to in section 15 (a), (b) or (c) of the Act and has not ceased to be a member of the association at any time after incorporation of the association under the Act; or**
- (b) the person is a natural person who –**
  - (i) is either a Parent, Education Advisor or such other person as the Committee shall admit to membership provided that the number of non-parent members does not exceed 10% of the number of parent members; and**
  - (ii) has been nominated for membership of the association as provided by rule 3; and**
  - (iii) has been approved for membership of the association by the committee of the association.**

### **Nomination for Membership**

**3. (1) A nomination of a person for membership of the association –**

- (a) shall be made by a member of the association in writing in the form set out in appendix 1 to these rules ; and**
  - (b) shall be lodged with the secretary of the association.**
- (3) As soon as practicable after receiving a nomination for membership, the secretary shall refer the nomination to the committee which shall determine whether to approve or to reject the nomination.**

- (3) Where the committee determines to approve a nomination for membership, the secretary shall, as practicable after that determination, notify the nominee of that approval and request the nominee to pay within the period of 28 days after receipt by the nominee of the notification the sum payable under these rules by a member as entrance fee and annual subscription.**
- (4) The secretary shall, on payment by the nominee of the amounts referred to in clause (3) within the period referred to in that clause, enter the nominee's name in the register of members and, upon the name in the register of members, and upon the name being so entered, the nominee becomes a member of the association.**

#### **Cessation of membership**

- 4. A person ceases to be a member of the association if the person –**
  - (a) dies;**
  - (b) resigns that membership; or**
  - (c) is expelled from the association.**

#### **Membership entitlements not transferable**

- 5. A right, privilege or obligation which a person has by reason of being a member of the association –**
  - (a) is not capable of being transferred or transmitted to another person; and**
  - (b) terminates upon cessation of the person's membership.**

#### **Resignation of membership**

- 6. (1) A member of the association is not entitled to resign that membership except in accordance with this rule.**
- (2) A member of the association who has paid all the amounts payable (including any amount payable under Rule 9 hereof) by the member to the association in respect of the member's membership may resign from membership of the association by first giving notice (being not less than 1 month or not less than such other period as the committee may determine) in writing to the secretary of the member's intention to resign and, upon the expiration of the period of notice, the member ceases to be a member.**
- (3) Where a member of the association ceases to be a member pursuant to clause (2), and in every other case where a member ceases to hold membership, the secretary shall make an appropriate entry in the register of members recording the date on which ceased to be a member.**

### **Register of members**

- 7. (1) The public officer of the association shall establish and maintain a register of members of the association specifying the name and address of each person who is a member of the association together with the date on which the person became a member.**
- (2) The register of members shall be kept at the principal place of administration of the association and shall be open for inspection, free of charge, by any member of the association at any reasonable hour.**

### **Fees, subscription, etc**

- 8. A member of the association shall, upon admission to membership, pay to the association an annual membership fee of \$25 or, where some other amount is determined by the committee, of that other amount.**

### **Member's liabilities**

- 9. Every member of the association undertakes to contribute to the assets of the association, in the event of the same being wound while he is a member, or within one year after he ceases to be a member, for payment of the debts and costs, charges and expenses of winding up for the adjustment of the rights of the contribution among themselves, such as may be required, not exceeding fifty dollars (\$50).**

### **Disciplining of members**

- 10. (1) Where the committee is of the opinion that a member of the association –**
  - (a) has persistently refused or neglected to comply with a provision or provisions of these rules; or**
  - (b) has persistently and willfully acted in a manner prejudicial to the interests of the association,****the committee may, by resolution –**
  - (c) expel the member from the association; or**
  - (d) suspend the member from membership of the association for a specified period.**
- (2) A resolution of the committee under clause (1) is of no effect unless the committee, at a meeting held not earlier than 14 days and not later than 28 days after service on the member of a notice under clause (3), confirms the resolution in accordance with this rule.**
- (3) Where the committee passes a resolution under clause (1), the secretary shall, as soon as practicable, cause a notice in writing to be served on the members –**
  - (a) setting out the resolution of the committee and the grounds on which it is based;**

- (b) stating that the members may address the committee at a meeting to be held not earlier than 14 days and not later than 28 days after service of the notice;
  - (c) stating the date, place and time of that meeting; and
  - (d) informing the members that the members may do either of both of the following –
    - (i) attend and speak at the meeting;
    - (ii) submit to the committee at or prior date of that meeting written representations relating to the resolution.
- (4) At a meeting of the committee held as referred to in clause (3), the committee shall –
- (a) give to the members an opportunity to make representations;
  - (b) give due consideration to any written representation submitted to the committee by the member at or prior to the meeting; and
  - (c) by resolution determine whether to confirm or to revoke the resolution.
- (5) Where the committee confirms a resolution under clause (4), the secretary shall, within 7 days after that confirmation, by notice in writing inform the member of the fact and of member's right of appeal under rule 11.
- (6) A resolution confirmed by the committee under clause (4) does not take effect –
- (a) until the expiration of the period within the member is entitled to appeal against the resolution where the member does not exercise the right of appeal within that period;
  - (b) where within that period the member exercises the right of appeal, unless and until the association confirms the resolution pursuant to rule 11 (4).

#### **Right of appeal of disciplined member**

11. (1) A member may appeal to the association in general meeting against a resolution of the committee which is confirmed under rule 10 (4), within 7 days after notice of the resolution is served on the member, by lodging with the secretary a notice to that effect.
- (2) Upon receipt of a notice from a member under clause (1), the secretary shall notify the committee which shall convene a general meeting of the association to be held within 21 days after the date on which the secretary received the notice.
- (3) At a general meeting of the association convened under clause (2) –
- (a) no business other than the question of the appeal shall be transacted;

- (b) the committee and the member shall be given the opportunity to state their respective cases orally or in writing, or both; and
  - (c) the members present shall vote by secret ballot on the question of whether the resolution should be confirmed or revoked.
- (4) It at the general meeting the association passes a special resolution in favor of the confirmation of the resolution, the resolution is confirmed.

**PART III  
THE COMMITTEE**

12. The committee shall be called the committee of management of the association and, subject to the Act, the Regulations and these rule and to any resolution passed by the association in general meeting –
- (a) shall control and manage the affairs of the association;
  - (b) may be exercise all such functions as may be exercised by the association other than those functions that are required to be exercised by a general meeting of members of the association; and
  - (c) has power to perform all such acts and do all such things as appear to the committee to be necessary or desirable for the proper management of the affairs of the association.

**Constitution and membership**

13. (1) The following named person shall constitute the first committee and the first office – bearers as set out below: -

<b>President</b>	<b>Julie Wood</b>
<b>Vice-President</b>	<b>Sandi Valerio</b>
<b>Treasurer</b>	<b>Naseema Haffejee</b>
<b>Secretary</b>	<b>Sharyn Gordon</b>
<b>Enrolment Officer</b>	<b>Reyhana Ebrahim</b>

**They shall all retire at the first General Meeting, but shall be eligible for re-election.**

**Thereafter the committee shall consist of:-**

- (d) the office-bearers of the association; and
- (e) 5 ordinary members, and
- (f) The Education Advisor (if any)

**Each of whom shall be elected at the annual General meeting of the association pursuant to rule 14.**

- (2) **The office-bearers of the association shall be –**
  - (a) **The President**
  - (b) **The Vice-President**
  - (c) **The Treasurer**
  - (d) **The Secretary; and**
  - (e) **The Enrolment Officer**
- (3) **Each member of the committee shall, subject to these rules, hold office until the conclusion of the annual General meeting following the date of the member's election, but eligible for re-election.**
- (4) **In the event of a casual vacancy occurring in the membership of the committee, the committee may appoint a member of the association to fill the vacancy and the member so appointed shall hold office, subject to these rules, until the conclusion of the annual general meeting next following the date of the appointment.**

#### **Election of members**

- 14. (1) **Nominations of candidates for election as office-bearers of the association or as ordinary members of the committee –**
  - (a) **shall be made in writing, signed by 2 members of the association and accompanied by the written consent of the candidate (which may be endorsed on the form of the nomination); and**
  - (b) **shall be delivered to the secretary of the association not less than 7 days before the date fixed for the holding of the annual general meeting at which the election is to take place.**
- (2) **If insufficient nominations are received to fill all vacancies on the committee, the candidates' nominations shall be deemed to be elected and further nominations shall be received at the annual general meeting.**
- (3) **If insufficient further nominations are received, any vacant positions remaining on the committee shall be deemed to be casual vacancies.**
- (4) **If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be elected.**
- (5) **If the number of nominations received exceeds the number of vacancies to be filled, a ballot shall be held.**
- (6) **The ballot for the election of office-bearers and ordinary members of the committee shall be conducted at the annual general meeting in such usual and proper manner as the committee may direct.**
- (7) **A nomination of a candidate for election under this clause is not valid if that candidate has been nominated for election to another office at the same election.**

### **Secretary**

- 15.**
- (1)** The Secretary of the association shall, as soon as practicable after being appointed as secretary, lodge notice with the association of his or her address.
  - (2)** It is the duty of the Secretary to keep minutes of –
    - (a)** all appointments of office-bearers and members of the committee;
    - (b)** the names of members of the committee present at a committee meeting or a general meeting; and
    - (c)** all proceeding at committee meetings and general meetings.
  - (3)** Minutes of proceedings at a meeting shall be signed by the chairperson of the meeting or by the chairperson of the next succeeding meeting.

### **Treasurer**

- 16.** It is the duty of the treasurer of the association to ensure that –
- (a)** all money due to the association is collected and received and that all payments authorized by the associations are made; and
  - (b)** correct books and accounts are kept showing the financial affairs of the association including full details of all receipts and expenditures connected with the activities of the association.

### **Casual Vacancies**

- 17.** For the purpose of these rule, a casual vacancy in the office of a member of the committee occurs if the member –
- (a)** dies;
  - (b)** ceases to be a member of the association;
  - (c)** becomes an insolvent under administration within the meaning of the Companies (New South Wales) Code;
  - (d)** resigns office by notice in writing given to the secretary;
  - (e)** is removed from office under rule 18;
  - (f)** becomes of unsound mind or a person whose person or estate is liable to be dealt with an any way under the law relating to mental health; or
  - (g)** Is absent without the consent of the committee from all meetings of the committee held during a period of 6 months.

## **Removal of member**

- 18. (1) The association in a general meeting may by resolution any member of the committee from the office of member before the expiration of the member's term of office and may be resolution appoint another person to hold office until the expiration of the term of office of the member so removed.**
- (2) Where a member of the committee to whom a proposed resolution referred to in clause (1) relates makes representation in writing to the secretary or president (not exceeding a reasonable length) and requests that the representations be notified to the members of the association, the secretary or the president may send as copy of the representation to each member of the association or, if they are not so sent, the member is entitled to require that the representations be read out at the meeting at which the resolution is considered.**

## **Meetings and quorum**

- 19. (1) The committee shall meet at least 3 times in each period of 12 months at such place and time as the committee may determine.**
- (2) Additional meetings of the committee may be convened by the president or by any member of the committee.**
- (3) Oral or written notice of a meeting of the committee shall be given by the secretary to each member of the committee at least 48 hours (or such other period as may be unanimously agreed upon by the members of the committee) before the time appointed for the holding of the meeting.**
- (4) Notice of a meeting given under clause (3) shall specify the general nature of the business to be transacted at the meeting and no business other than that business shall be transacted at the meeting, except business which the committee members present at the meeting unanimously agree to treat as urgent business.**
- (5) Any 3 members of the committee constitute a quorum or the transaction of the business of a meeting of the committee.**
- (6) No business shall be transacted by the committee unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present the meeting stands adjourned to the same place and at the same hour of the same day in the following week.**
- (7) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting shall be dissolved.**
- (8) At a meeting of the committee –**
- (a) The president or, in the president's absence, the vice-president shall preside; or**
- (b) If the president and vice-president are absent or unwilling to act one of the remaining members of the committee as may be chosen by the members present at the meeting shall preside.**

### **Delegation by committee to sub-committee**

20. (1) The committee, by instrument in writing, delegate to one or more sub-committees ( consisting of such members or of the association as the committee thinks fit ) the exercise of a such of the functions of the committee as are specified in the instrument, other than –
- (a) this power of delegation; and
  - (b) a function which is a duty imposed on the committee by the Act or by any other law.

## **PART IV GENERAL MEETINGS**

### **Annual general meetings – holding of**

22. (1) With the exception of the first annual general meeting of the association, the association shall, at least once in each calendar year and within the period of three months after the expiration of each financial year of the association, convene an annual general meeting of its members.
- (2) The association shall hold its first annual general meeting –
- (a) within the period of 18 months after its incorporation under the Act; and
  - (b) within the period of 2 months after the expiration of the first financial year of the association.
- (3) Clauses (1) and (2) have effect subject to any extension or permission granted by the Commission under section 26 (3) of the Act.

### **Annual general meeting – calling of and business at**

23. (1) The annual general meeting of the association shall, subject to the Act and to rule 22, be convened on such date and at such place and time as the committee thinks fit.
- (2) In addition to any other business which may be transacted at an annual general meeting, the business of an annual general meeting shall be -
- (a) To confirm the minutes of the 4 last preceding annual general meeting and of any special general meeting held since that meeting;
  - (b) To receive from the committee reports upon activities of the association during the last preceding financial year;
  - (c) To elect office-bearers of the association and ordinary members of the committee; and
  - (d) To receive and consider the statements which is required to be submitted to members pursuant to section 26 (6) of the Act.

- (3) An annual general meeting shall be specified as such in notice convening it.

#### Special general meeting – calling of

24.
  - (1) The committee may, whenever it thinks fit, convene a special general meeting of the association.
  - (2) The committee shall, on the requisition in writing of less than 5 percent of the total number of members, convene a special general meeting of the association.
  - (3) A requisition of members for a special general meeting -
    - (a) shall state purpose or purposes of the meeting;
    - (b) shall be signed by the members making the requisitions;
    - (c) shall be lodged with the secretary; and
    - (d) may consist of several documents in a similar form, each signed by one or more of the members making the requisition.
  - (4) If the committee fails to convene a special general meeting to be held within 1 month after the date on which a requisition of members for the meeting is lodged with the secretary, any one or more of the members who made the requisition may convene a special general meeting or be held not later than 3 months after then due date.
  - (5) A special general meeting convened by a member as referred to in clause (4) shall be convened as nearly as is practicable in the same manner as general meetings as convened by the committee and any member who thereby incurs expense is entitled to be reimbursed by the association for any expense so incurred.

#### Notice

25.
  - (1) Except where the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the association, the secretary shall, at least 14 days before the date fixed for the holding of the general meeting cause to be sent by pre-paid post to each member at the member's address appearing in the register of members, a notice specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.
  - (2) Where the nature of the business proposed to be dealt with at a general meeting request a special resolution of the association, the secretary shall, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be sent to each member in the manner provided in clause (1) specifying, in addition to the matter required under clause (1), the intention to propose the resolution as a special resolution.

- (3) No business other than specified in the notice convening as general meeting shall be transacted at the meeting except, in the case of an annual general meeting, business which may be transacted pursuant to rule 23 (2).

### **Procedure**

26.
  - (1) No item of business shall be transacted at a general meeting unless a quorum of members entitled under these rules to vote is present during the time the meeting is considering that item.
  - (2) Five members present in person (being members entitled under these rules to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.
  - (3) If within half an hour after appointed time for the commencement of a general meeting a quorum is not present, the meeting if convened upon the requisition of members shall be dissolved and in any other cases shall stand adjourned to the same day in the following week at the time and (unless another place is specified at the time of adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.
  - (4) If at the adjourned meeting a quorum is not present with half an hour after the time appointed for the commencement of the meeting, the members present (being not less than 3) shall constitute a quorum.

### **Presiding member**

27.
  - (1) The president or, in the president's absence, the vice-president, shall preside as chairperson at each general meeting of the association.
  - (2) If the president and vice-president are absent from a general meeting or unwilling to act, the members present shall elect one of their numbers to preside as chairperson at the meeting.

### **Adjournment**

28.
  - (1) The chairperson of a general meeting at which a quorum is present may, with the consent of the majority of members present at the meeting adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
  - (2) Where a general meeting is adjourned for 14 days or more, the secretary shall give written or oral notice of the adjourned meeting to each member of the association stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
  - (3) Except as provided in clause (1) and (2), notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

## **Making of decisions**

29. (1) A question arising at a general meeting of the association shall be determined on a show of hands and, unless before or on declaration of show of hands a poll is determined, a declaration by the chairperson that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the minute book of the association, is evidence of the fact without proof of the number or proportion of the votes in favor of or against that resolution.
- (3) At a general meeting of the association, a poll may be demanded by chairperson or by not less than 3 members present or by proxy at the meeting.
- (4) Where a poll is demanded at a general meeting, the poll shall be taken –
- (a) Immediately in the case of a poll which relates to the election of the chairperson of the meeting or the question of an adjournment; or
- (b) In any other case, in manner and at such time before the close of the meeting as the chairperson directs,
- And the resolution of the poll on the matter shall be deemed to be the resolution of the meeting on that matter.

## **Special resolution**

30. A resolution of the association is a special resolution if –
- (a) it is passed by a majority which comprises not less than three-quarters of such members of the association as, being entitled under these rules so to do, vote in person or by proxy at a general meeting of which not less than 21 days' written notice specifying the intention to purpose the resolution as a special resolution was given in accordance with these rules; or
- (b) where it is made to appear to Commission that it is not possible or practicable for the resolution to be passed in the manner specified in paragraph (a) – the resolution is passed in a manner specified by the Commission.

## **Voting**

31. (1) Upon any question arising at a general meeting of the association a member had one vote only.
- (2) All votes shall be given personally or by proxy but no member may hold more than 5 proxies.
- (3) In the case of an equality of votes on a question at the general meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.
- (4) A member or proxy is not entitled to vote at any general meeting of the association unless all money due and payable by the member or proxy to the association had been paid, other than the amount of the annual subscription payable in respect of the then current year.

### **Appointment of proxies**

32. (1) Each member shall be entitled to appoint another member as proxy by notice given to the secretary no later than 24 hours before the time of the meeting in respect of which the proxy is appointed.
- (2) The notice appointing the proxy shall be in the form set out in Appendix 2 to these rules.

## **PART V MISCELLANEOUS**

### **Insurance**

33. (1) The association shall effect and maintain insurance pursuant to section 44 of the Act.
- (2) In addition to the insurance required under clause (1), the association may effect and maintain other insurance.

### **Funds - source**

34. (1) The funds of the association shall be derived from entrance fees and annual subscription of members, donations and, subject to any resolution passed by the association in general meeting, such other sources as the committee determines.
- (2) All money received by the association shall be deposited as soon as practicable and without deduction to the credit of the association's bank account.
- (3) The association shall, as soon as practicable after receiving any money, issue an appropriate receipt.

### **Funds – management**

35. (1) Subject to any resolution passed by the association in general meeting, the funds of the association shall be used in pursuance of the objects of the association in such manner as the committee determines.
- (2) All cheques, draft, bills of exchange, promissory notes and other negotiable instruments shall be signed by any 2 members of the committee or employees of the association, being members or employees authorized to do so by committee.
- (3) All payment should be presented to and passed for payment at a committee meeting and full details of all such approvals should be entered into the minute book.

### **Alteration of objects and rules**

36. The statement of objects and these rules may be altered, rescinded or added to only by a special resolution of the association.

#### **Common seal**

- 37. (1) The common seal of the association shall be kept in the custody of the public officer.**
- (2) The common seal shall not be affixed to any instrument except by the authority of the committee and the affixing of the common seal shall be attested by the signatures either of 2 members of the committee or of 1 member of the committee and of the public or secretary.**

#### **Custody of books, etc.**

- 38. Except as otherwise provided by these rules, the public officer shall keep in his or her custody or under his or her control all records, books and other documents relating to the association.**

#### **Inspection of books etc.**

- 39. The records, books and other documents of the association shall be open to inspection, free of charge, by a member of the association at any reasonable hour.**

#### **Service of notices**

- 40. (1) For the purpose of these rules, a notice may be served by or on the behalf of the association upon any member either personally or by sending it by post to the member at the member's address shown in the register of members.**
- (2) Where a document is sent to a person by properly addressing, preparing and posting to the person a letter containing the document, the document shall, unless the contrary is proved, be deemed for the purpose of these rules to have been served on the person at the time at which the letter would have been delivered in the ordinary course of post.**

#### **Surplus property**

- 41. (1) At the first general meeting of the association, the association shall pass a special resolution nominating an incorporated association as the association in which is to vest its surplus property pursuant to section 53 (2) of the Act, In the event of the winding up or the cancellation of the incorporation of the association.**
- (2) The incorporated association so nominated shall be one which fulfils the requirements specified in section 53 (2) (a) – (c) of the Act.**

**PART VI  
ADDITIONAL RULES APPLICABLE TO CHARITIES.**

**Application of Part**

42. This Part applies where the association is registered under or is exempted from registration by or under the Charitable Collections Act, 1934.

**Payment, etc., of office bearers and members**

43. A member of the committee shall not be appointed to any salaried office of the association or any office of the association paid by fees, and no remuneration or other benefit in money or money's worth shall be given by the association to any member of the committee except –
- (a) repayment of out-of-pocket expenses;
  - (b) interest at a rate not exceeding interest at the rate for the time being which is or would be charged by the association's bankers for money lent to the association; and
  - (c) reasonable and proper rent for premises let to the association.

**Vacation of office**

44. Without limiting the operation of rule 17, the office of a member of the committee shall become vacant if –
- (a) the member holds an office of profit in the association;
  - (b) the member is directly or indirectly interested in any contract or proposed contract with the association.

**Surplus property**

45. (1) At the first general meeting of the association, the association shall, notwithstanding rule 41, pass a special resolution nominating a charity registered under the Charitable Collections Act, 1934, or exempted from registration by or under the Act, in which is to vest its surplus property pursuant to section 53 (2) of the Act, In the event of the winding up or the cancellation of the incorporation of the association.
- (2) The incorporated association so nominated shall be one which fulfils the requirements specified in section 53 (2) (a) – (c) of the Act.

**Notification of proposed alteration of rules**

46. A proposed alteration of the rules or of the statement of objects of the association shall be notified to the Minister administering the Charitable Collections Act, 1934, in the manner required by the regulations under that Act.

**Compliance with Charitable Collections Act, 1934**

- 47. The association shall comply with such of the provisions of the charitable Collections Act, 1934, and the regulations thereunder as are applicable to it.**

“A”

THIS IS THE ANNEXURE OF 21 PAGES  
MARKED “A”

SIGNED BY ME AND DATED: JULIE ANN WOODS

DATE: 24/9/96

SIGNATURE:

  
(Applicant)

*Elizabeth Macarthur Montessori Pre-School*

MEMBERSHIP APPLICATION FORM  
Due on or before 1<sup>st</sup> July each year

Annual fee \$25 per member

It is sufficient for one member of the family to be a member of the Association for the purpose of enrolling children at the Pre-School, however, if both parents desire to register a vote it is necessary for both parents to become members.

SURNAME: \_\_\_\_\_

Christian Names: Dr/Mr/Mrs/Ms \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TELEPHONE: Home \_\_\_\_\_ Work \_\_\_\_\_

I understand that as a member of the association, which is an incorporated association of New South Wales, I will be liable, while a member, or within one year after ceasing to be a member, to contribute to the Association assets in the event of its being wound up, to an amount not exceeding fifty dollars. In the event of my application being accepted by the Council, I undertake to abide by the Memorandum and Articles of Association which shall be in force from time to time.

I enclose my cheque for \$ \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Please make cheques payable to Elizabeth Macarthur Montessori Pre-School and forward to: The Administrator, Lot 7 Silverwood Road, Camden, 2570 Telephone (046) 55 6575

FOR OFFICE USE ONLY: Date received: \_\_\_\_\_ Amount Received: \$ \_\_\_\_\_  
Membership approved by the School Council Meeting date: \_\_\_\_\_ Receipt # \_\_\_\_\_

“B”

THIS IS THE ANNEXURE OF 21 PAGES  
MARKED “B”

SIGNED BY ME AND DATED: JULIE ANN WOODS

DATE: 24/9/96

SIGNATURE:

  
(Applicant)

FORM OF APPOINTMENT OF PROXY

I \_\_\_\_\_ of \_\_\_\_\_  
(full name) (address)

Being a member of \_\_\_\_\_  
(name of incorporated association)

Being a member of that incorporated association, as my proxy vote for me on my behalf at the general meeting of the association (annual general meeting or special general meeting, as the case may be) to be held on the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_ and at any adjournment of that meeting.

My proxy is authorized to vote in favor of / against (delete as appropriate) the resolution (insert details)

To be inserted if desired; \_\_\_\_\_

\_\_\_\_\_  
Signature of member appointing proxy

Date: \_\_\_\_\_

NOTE: A proxy vote may not be given to a person who is not a member of the association.

“C”

THIS IS THE ANNEXURE OF 21 PAGES  
MARKED “C”

SIGNED BY ME AND DATED: JULIE ANN WOODS

DATE: 24/9/96

SIGNATURE:

  
(Applicant)

**CORPORATE AFFAIRS COMMISSION  
ASSOCIATIONS INCORPORATED ACT 1984  
STATEMENT OF OBJECTS OF  
ELIZABETH MACARTHUR MONTESSORI PRE-SCHOOL  
ASSOCIATION INCORPORATED**

The object for which the Association is established are:-

- (a) To contribute to the education facilities of the State of New South Wales by establishing and maintaining in such suitable places as might be thought convenient Montessori Pre-School and Montessori Schools of the highest standard;
- (b) To provide schools with environments and a programme of experiences that:-
  - (i) develop in each child a positive attitude towards school;
  - (ii) help each child develop self confidence as an independent learner;
  - (iii) assist each child in building a habit of concentration;
  - (iv) foster in each child in building a habit of concentration;
  - (v) develop habits of imitative and persistence;
  - (vi) help each child develop his sensory-motor skills;
  - (vii) sharpen his ability to discriminate and judge;