



CONSTITUTIONAL CHANGES REQUIRED FOR 25th SEPTEMBER 2017

DATE	AGENDA ITEM	ACTION	ACTION REQUIRED	COMPLETED
		29.1 Ensure, with other members of the Board, that the legal responsibilities of the Associations' Incorporations Act, 1964 <u>and other associated Acts</u> and its amendments are met.		
		<u>47.1.17</u> <u>To approve the destruction of Corporate documents and records, whether hard copy or electronic, in accordance with Records Management Policy (or equivalent) and relevant legislation</u>		
		<u>47.1.18</u> <u>On behalf of the Association, to apply for licences and regulatory approvals required to operate</u>		
		47.1.15 advise the Commissioner of Corporate Affairs <u>and the Australian Charities and Not-For-Profits Commission</u> of all amendments to rules and special resolutions passed according to the rules of the Association and to ensure lodgement of all statutory and legal documentation as necessary.		

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		<p>49.5 The Manager can approve an officer, senior staff member, contractor or consultant to continue to work on a relevant matter where a material personal interest exists, subject to appropriate internal controls being maintained and the Association’s Managing Conflict of Interests Policy</p>		
		<p>9.1 complete a membership application to the Board of Management;</p>		
		<p>26. Managers performance</p>		
		<p>36 Duties of the Executive The Executive of the Association shall consist of the President, Vice president/s, Secretary and Treasurer and shall meet with the Manager in matters requiring management decisions of a day to day nature, <u>approval and review of Board Members expense claims</u> and shall report actions taken at the next Board meeting.</p>		

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