CONSTITUTION OF THE NORTH BRISBANE CHRISTIAN SCHOOLS
ASSOCIATION INCORPORATED.

PREAMBLE

Believing that it is our duty and privilege as Christians to provide Christian education for children and believing that this can be best accomplished by concerted action in the establishment of Christian Schools, we do hereby make and adopt the following Constitution, to wit;

PART 1. NAME.

This organisation shall be-known as the “North Brisbane Christian Schools Association Incorporated” hereinafter called “the Association”

PART 2. OBJECTIVES.

1. To establish and maintain a school or schools to provide daily education for children, based upon the Word of God and in harmony with the Confessional Creed as outlined in this Constitution and in accordance with the Association’s Educational manual.
2. To organise and conduct religious and public services and meetings.
3. To publish or to contribute to the publication of any periodical journal or magazine and to print and circulate books papers pamphlets and information in the interest of the Association generally and to provide and circulate any annual or other report of the Association and its proceedings and work.
4. To do all things as are incidental or conducive to the attainment of the objects of the Association in accordance with the Word of God, and to accomplish the aforesaid objects in harmony with the Confessional Creed as follows;

PART 3. CONFESSIONAL CREED.

3. We believe and confess the interpretation of the Christian Faith as set forth in the Belgic Confession of Faith and/or The Heidelberg Catechism and/or The Westminster Confession of Faith; and in particular confirm;
1. That the Scripture of the Old and New Testaments is the infallible Word of God, our supreme and absolute standard by which our whole life is to be directed and judged, and indispensable and determinative for our knowledge of God, of ourselves, and the rest of creation.
2. That there is one God, eternal and indivisible in whom are three Persons, Father, Son and Holy Spirit, - one Triune God.
3. That all things were created by God in and through Jesus Christ by His Word and Spirit, according to His eternal purpose and for His own glory; that all things are upheld and controlled by Him, and that He reveals himself in all that He has created and made.
4. That man was created in the image of God to enjoy communion with His Creator, to exercise dominion over the creation to the glory of God, and to interpret all reality in accordance with His design and law; that man sinned by disobeying the express command of God and fell from the estate in which he was created; and that by the
everyone is cut off from communion with God, and is wholly corrupt throughout the whole man, and utterly indisposed, disable, and made opposite to all good and wholly inclined to all evil.

5. That Jesus Christ is the only begotten Son and is God incarnate, born of the virgin Mary, who, laying down His life for his sheep, paid the price of sin for them, being a substitute for all who truly believe in Him; that on the third day He rose bodily from the dead by the power of God, and is now seated at God’s right hand, possessing all power and authority; and that, at the time appointed, He will core in power and glory to judge the world in righteousness, and establish a new heaven and a new earth where righteousness dwells.

6. That the Holy Spirit effectually applies the salvation secured by Christ to His people, uniting them to Him by faith; that He is the source of faith in Jesus Christ, of true knowledge, and a new sanctified life; and that at the point of faith, the believer is baptised with all the fullness of the Holy Spirit.

7. That those who are effectually called by the Holy Spirit are also freely justified in God’s sight, which saving faith is the alone instrument of Justification, and yet it is not alone in the person justified, but is ever accompanied with all other saving graces.

3. 2. confessing these teachings of the Word of God as set forth in the Reformed Confessions, we believe;-

1. That Scripture is indispensable and central to education, shedding its light over the whole of man’s life and its meaning, and furnishing the framework and basic facts for the educational task.

2. That the educational task is to teach all subjects in the light of God’s revelation in the Scripture of the Old and New Testaments so that man may be prepared and equipped for his office and calling in this world as God’s image—bearer and steward.

3. That, while true education is possible only where the fear of God is re-established by God’s grace in the heart of man, it is the duty of the Christian Community and especially Christian parents to provide God-centred and Scripture-directed education so that covenant children may be brought up “In the training and instruction of the Lord” (C Eph. 6:4)

4. That where such education is not provided it is right and proper for Christians to join together to facilitate the education of children in a way glorifying to Christ; that such a school community lawfully established is not subject as regards its special task, to Church or State, or any outside authority, but only to Christ; and that, in its prosecution of that special task, it will refrain from activities that infringe on the special tasks of the family, the church, the state, or any other societal structure.

5. That while the school is entitled to expect freedom from interference in its special task, it is required to respect and uphold all legitimate authority according to the Word of God.

6. That the authority of the teacher over the student is a delegated authority (‘in loco parentis’) that it is to be upheld by the whole school community; and that it is to be exercised not only according to the principles of God’s Word but also with the awareness that those who exercise authority must give an account to Him.
7. That in as much as none are exempt from the effects of sin, and no area of life remains unstained by it, the school community and especially those with the responsibility of teaching, must guard against all forms of false religion, and in particular, Humanism.

8. That, as the exercise of the educational task is at every point dependent on the grace and power of God, it is necessary that the school Community, parents and teachers undertake their task in prayerful dependence on Him, the giver of every good and perfect gift, so that all may follow and serve Him in all spheres of life, and that His great Name may be glorified in all things.

PART 4. POWERS.

The powers of the Association shall be:
1. To accept donations, subscriptions, legacies, conveyances and endowments, either of money or of property of that kind or nature whatsoever and either absolutely or conditionally, or in trust, and to apply the same or the income thereof for any of the objects of the Association or for any special object connected therewith but subject always to the direction and conditions (if any) of the respective donors, sub’ scribers, contributors.

2. To take such lawful steps by personal or written appeal public meetings or otherwise as may from time to time be deemed expedient for the purposes of procuring contributions to the funds of the Association in the shape of donations of livestock or cash annual subscriptions or otherwise.

3. To take, or otherwise acquire, and hold shares, debentures or other securities of any company or body, corporate.

4. To establish and support or aid in the establishment and support of associations, institutions, fund, trusts and conveniences calculated to benefit employees or past employees of the Association, or the dependents or connections of any such persons; and to grant pensions and allowances; and to make payments towards insurance and to subscribe or guarantee money for charitable or benevolent objects or for any public, general or useful objects.

5. To take on lease or in exchange, hire, or otherwise acquire any real and personal property of any kind whatsoever and any rights or privileges which the Association may think necessary or convenient for the furtherance of its objects.

6. To invest and deal with the money of the Association not immediately required in such manner as may from time to time be thought fit.

7. In furtherance of its objects to lend and advance money or give credit to any person or body corporate; to guarantee and give guarantees or indemnities for the payment of money or the performance of contracts or obligations by any person or body corporate; to secure or undertake in any way the repayment of moneys lent or advanced to or the liabilities incurred by any person or body corporate, and otherwise to assist any person or body corporate.

8. To borrow or raise money either alone or jointly with any other person or legal entity in such manner as may be thought proper and whether upon fluctuating advance account or overdraft or otherwise and to represent or secure any moneys and further advances borrowed or to be borrowed alone or with others as aforesaid by notes (secured or unsecured), debentures or debentures stock (perpetual or otherwise) or by mortgage, charge, lien or other security upon the whole or any part of the Association’s property or assets present or future and to purchase, redeem or
pay-off any such securities.

9. To remunerate any person or body corporate for services rendered, or to be rendered and whether by way of brokerage or otherwise in placing or assisting to place or guaranteeing the placing of any unsecured notes, debentures or other securities of the Association, or in or about the organisation or promotion of the Association or in the furtherance of its objects.

10. To draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange, bills of lading, and other negotiable or transferable instruments.

11. To take or hold mortgages, liens and charges, to secure payment of the purchase price, or any unpaid balance of the purchase price, or any part of the Association’s property or whatsoever kind sold by the Association, or any money due to the Association from purchasers and others.

12. To undertake and execute any trusts for the purpose of directly or indirectly carrying out the objects of the Association as set forth in this Constitution.

13. To make and/or adopt rules and/or by-laws for the management, control and regulations of the Association and of the members and employees thereof.

14. To pay all the costs charges and expenses of the promotion and incorporation and establishment of the Association.

15. To appoint qualified and registered teaching staff and such employees as is required for the purpose of conducting the school or schools in accordance with the State and/or Federal awards.

PART 5 MEMBERSHIP.

5.1 CLASSES OF MEMBERS.
The members of the Association shall consist of ordinary members, associate members, life members, and honorary members.

5.2 ORDINARY MEMBERS.
To become and remain an ordinary member of the Association a person is to;
1. be a communicant member of a protestant Church and be regularly attending that church.;
2. be in unconditional and full agreement with the Confessional Creed of the Association and signify this in writing;
3 have a least one year’s standing as an associate member; and
4. keep his membership fee current.
Subject to this Constitution any person who is not less than 18 years of age and is in full agreement with the doctrinal position of the Association and is an associate member of at least one year’s standing shall be eligible to become an Ordinary member of the Association upon payment of his annual subscription for the current financial year.
Ordinary membership includes the privilege of voting at the General Meetings of the Association as well as readiness to participate in activities on behalf of the schools, entered into by the Association.

5.3 ASSOCIATE MEMBERS.

1. Associate membership is available to a confessing Christian who subscribes to the objects and creed of the Association as stated in Clauses 2 and 3 of the Constitution without the reference to the Belgic Confession of Faith, the Heidelberg Catechism, and the Westminster Confession of Faith at clauses 3. 1 and 3.2
2. The Associate member shall have the same rights and duties as an ordinary member except that he may not serve on the Board of Directors, not vote on any amendments to the Constitution, nor serve on the Education or Public Relations Committee or such other committees as are designated by the Board.

5.4. LIFE MEMBERS.

The Association may at any annual or general meeting, adopt the fee which is recommended by the Board, to be paid by any ordinary member desiring to compound for his annual subscription and to become a life member of the Association.

Any ordinary member upon payment of the fee shall be entitled to become a life member, having all the privileges appertaining to an ordinary member of the Association without payment of the annual subscription. Save as aforesaid a life member shall be subject to all the provisions of this Constitution.

5.5 The number of ordinary members, of associate members, and of life members shall be unlimited.

5.6 HONORARY MEMBERS

The Board shall have the power to grant honorary membership of the Association to any person if, in the opinion of the Board, such membership would be to the advantage of the Association. Such honorary membership shall carry with it all the rights and duties of ordinary membership as defined in this Constitution, with the exception of the payment of a membership fee. Such membership shall be reviewed annually and at no time shall the number of honorary members exceed 10% of the total membership of the Association.

5.7 ANNUAL SUBSCRIPTIONS

1. The annual subscriptions for each financial year shall be a sum of money as the members at any Annual or General Meeting may from time to time determine. Payment of such sum shall be regarded as the annual subscription for both husband and wife.

2. The annual subscription shall be payable in advance on the day of the AGM every financial year after which no resignation, termination or forfeiture of membership shall exempt him or her from payment of the current year’s subscription.

3. Payment or tender of the annual subscription shall be made to the Secretary personally or through the post addressed to the Secretary.

4. A financial member at any material time is a member who is not then indebted to the Association in respect of any annual subscription or levy or other payment whatsoever.

5. Only those members who a financial members at the time shall be entitled, subject to the lawful procedure of the Meeting, to speak or vote upon any motion at any Annual or General Meeting of the Association. Subject to any applicable rights or limitations of membership.

6. A member who is in arrears with his annual subscription for three calendar months shall be deemed to have forfeited his membership, but the Board or on appeal from an adverse decision of the Board, the members may reinstate him on payment of the amount due.
5.8 ADMISSION AND REJECTION OF ORDINARY MEMBERS AND ASSOCIATE MEMBERS.

1. All applicants for membership shall be nominated by two financial members. The application for membership shall be in such form and shall contain such particulars as the Board may from time to time reasonably prescribe. The application form shall be deposited with the Secretary with the applicant’s annual subscription for the current financial year.

2. Admission to membership shall be by election of the Board, or upon appeal, by the members. At the Board Meeting next following the payment or tender to the Secretary of the annual subscription for the current financial year as provided by this Constitution, the Board shall consider the application of each applicant and shall elect or reject him or her as a member.

Any applicant who received two-thirds majority of the votes of the members of the Board present at the meeting at which his or her application is being considered shall be declared elected by the Chairman as a member.

3. Upon the election or rejection of an application for membership the Secretary shall forthwith give the applicant notice in writing of such election or rejection.

5.9 APPEAL AGAINST REJECTION OF MEMBERSHIP.

1. A person whose application for membership has been rejected may, within one month after receiving written notification of such rejection, appeal against the decision of the Board to a General Meeting of the members of the Association held for the purpose of determining that appeal. Notice in writing of his or her intention to appeal shall be given to the Secretary. The Board shall convene such a General Meeting so that the General Meeting is held within three months of the date of receipt by the Secretary of a notice of appeal, at a time suitable to the majority of members to attend thereat.

At such meeting the appellant shall be given the opportunity to present his case fully either orally or in writing or partly by one of these means and partly by the other and the Board or those members thereof who rejected the application shall subsequently likewise have the opportunity of presenting its or their case. The appeal shall be determined by vote of the majority of the financial members present at that meeting.

2. Where a person, whose application is rejected, does not within the time prescribed by this Constitution appeal against the decision of the Board, or so appeals but his or her appeal is unsuccessful, the Secretary shall refund to him or her the amount of the annual subscription paid to the Secretary.

5.10 TERMINATION OF MEMBERSHIP

A member may resign from the Association at any time by giving notice in writing to the Secretary. Such resignation shall only take effect at the time when such notice is received by the Secretary unless a later date is specified in the notice when it shall take effect on that later date.

5.11

1. The Board shall consider whether a member’s membership shall be determined if he or she

(i) is convicted in a Court of law; or
(ii) fails to comply with any of the provisions of this Constitution; or
(iii) conducts himself or herself in an un-Christian or in a manner considered to be
prejudicial to the character or interest of the Association; or
(iv) finds he is no longer in agreement with the Confessional Creed (he must inform
the Board)

2. The member concerned shall be given a full and fair opportunity of presenting his
or her case and if the Board resolves to terminate his or her membership, they shall
instruct the Secretary to advise the member accordingly. The member may, within
one month after receiving such written notification, appeal to a General Meeting of
members.

3. Notice in writing of his or her intention to appeal shall be given to the Secretary.
4. The Board shall convene a General Meeting so that such meeting is held within
three months of the date of receipt by the Secretary of a notice of intention to appeal,
at a time suitable to the majority of members to attend thereat.
5. At such meeting the appellant shall be given the opportunity of presenting his or
her case fully either orally or in writing or partly by either of these means and the
Board or those members thereof who intend to terminate his or her membership shall
subsequently likewise have the opportunity of presenting its or their case.
6. The appeal shall be determined by the vote of a majority of the financial members
present at the meeting.
7. Where any person, whose membership the Board intend to terminate does not
appeal against the decision within the time provided by this constitution, or so
appeals but his or her appeal is unsuccessful, the membership of that person shall
thereupon be deemed to be terminated.

5.12 REGISTER OF MEMBERS

1. The Board shall cause a register to be kept in which shall be entered the names
and residential addresses of all persons admitted to membership of the Association
and dates of admission.
2. Particulars shall also be entered of resignations, terminations and reinstatements of
members and any further particulars as the Board or the members of any Annual or
General Meeting may require from time to time.
3. The register of members shall be open for inspection at all reasonable times by
any financial member who previously applied to the Secretary for such inspection.

5.13 STAFF MEMBERSHIP LIMITATIONS

An employee of Genesis Christian College who is a member of the Association and
terminates his/her employment or has his/her employment with Genesis Christian
College terminated shall automatically have their membership of the Association
terminated. The individual, after a period of twelve months may be eligible to
reapply for membership of the Association by following the guidelines for
membership application.

PART 6. MANAGEMENT

The general control and management of the administration of the Association shall
be by a “Board of Directors” (in this Constitution called “the Boards) consisting of a
Chairman, Vice Chairman, Secretary, Treasurer and others, the total not being less
than six or more than twelve members of the Association at any Annual Meeting may from time to time appoint or elect. At least 40% of the Board members shall be parents of children attending the school. All Board members must be members of the Association. No associate member, registered teacher or principal employed at the school shall be eligible for election to the Board. All Board members shall be in possession of a valid Blue Card.

6.1 At the Annual General Meeting of the Association all members of the Board for the time being whose term of office has expired shall retire from office, but shall be eligible for re-election. The term of office shall be two years. The members of the Board shall be elected by members of the Association from a minimum of two candidates per vacancy nominated by the financial members of the Association.

6.2 Any member of the Board may resign at any time from membership of the Board by notice in writing delivered to the Secretary but such resignation shall only take effect at the time when such notice is received by the Secretary unless some later date is specified in the notice when it shall effect on that later date or he or she may be removed from office at a General Meeting of the Association convened for that purpose.

At such General Meeting the member of the Board shall be given the opportunity of presenting his or her case either orally or in writing or partly by either of these means or by advocate. The question of removal shall be determined by the vote of the majority of the financial members present at such General Meeting.

6.2.1 GENDER.

All references in this constitution to the male gender include the female gender.

6.3 VACANCIES ON BOARD.

The Board shall have power to appoint a financial member who may or may not be a member of the Board to fill any casual vacancy on the Board until the next Annual General Meeting. Where a member of the Board is appointed then the Board may fill the vacancy caused by such an appointment by a financial member who is not then a member of the Board.

Every member so appointed shall retire at the next Annual General Meeting but shall be eligible for elector as a member of the Board at such meeting.

6.4 FUNCTIONS OF THE BOARD OF DIRECTORS.

Except as otherwise provided by this Constitution and subject to resolutions of the members of the Association carried at any Annual or General Meeting, the Board;
1. shall have the general control and management of the administration of the affairs, property and funds of the Association; and
2. shall have authority to interpret the meaning of this Constitution and any matter relating to the Association on which this Constitution is silent; and
3. shall determine school policies in harmony with this Constitution and in accordance with the Association’s decisions and in keeping with State and Federal Law and the State and Non-Government Schools Act.
and -

4. shall appoint such sub-committees as it may deem necessary for the performance of its duties; and
5. shall devise ways and means of obtaining the necessary funds for operating the school, or schools, and determine how these funds shall be distributed; including the payment of wages to teachers and other employees; and
6. shall recommend to the Association, a budget for the ensuing year and make suggestions to the Association as to the manner in which the school is to be maintained financially, indicating the various sources of income and how moneys are to be collected from these sources; and
7. shall consider all matters relative to the educational programme and policies of the school, and shall be responsible for the preparation and revision as required of the Association’s Educational Manual, investigate qualifications of candidates for teaching positions and keep itself informed in regard to scholastic Quality and Christian character of the instruction given, the course of study, discipline, equipment, etc.; and
8. shall select a principal and teaching staff who are in unconditional agreement with the Confessional Creed, qualified to carry out the educational programme and policies of the school; and
9. shall concern itself with all phases of the proper care, maintenance and adequacy of the physical equipment of the school or schools and make recommendations to the Association concerning these matters; and
10. shall recommend to the Association a programme of action by means of which the cause of Christian education my be advanced and strengthened and make the necessary arrangements for carrying out such a programme and work with sub-committees appointed from the membership of the Association whose duty it shall be to call on parents or guardians that are not members or that do not send their children to the school and to visit families moving into the community; and
11. shall propagate the cause of Christian education in the community by means of public meetings, propaganda literature, etc...

6.5 FUNCTIONS OF THE BOARD MEMBERS HOLDING OFFICE.

At a Board meeting held within two months after the Annual General Meeting, the following officers shall be appointed;
Chairman, Vice-Chairman, Secretary, and Treasurer.

1. The duty of the Chairman or Vice-Chairman shall be to enforce the provisions of this Constitution. The Chairman or Vice-Chairman shall be a member of all sub-committees and shall be notified of all meetings.
2. The Secretary shall take care of all documents of the Association and shall conduct all correspondence and enter into records of the Association the Minutes of all meetings of the Association and Board after they have been approved.
3. The Treasurer shall be entrusted with the Association’s funds and shall make all disbursements. All moneys received by him shall be deposited in the name of the Association in a bank approved by the Board and no disbursements shall be made without approval of the Board.
The Treasurer shall report regarding the finances of the Association at the Annual and General Meetings of the Association. The Treasurer shall draw up the financial statement and balance sheet for each financial year for public perusal. The Treasurer
shall also present the budget for the ensuing year at the Annual Meeting of the Association.

6.6 MEETINGS OF THE BOARD.

1. The Board will meet once in every two months to exercise its functions or more often as deemed necessary.
2. A special meeting of the Board shall be convened by the Secretary on the requisition in writing of not less than three members of the Board, which requisition shall clearly state the reasons why such special meeting is being convened and the nature of business to be transacted thereat.
3. A simple majority of the number of members of the Board for the time being shall constitute a quorum.
4. Subject as previously provided in the Rule, the Board may meet together and regulate its proceedings as it thinks fit; Provided that questions arising at any meeting of the Board shall be decided by a majority of votes and in the case of equality of votes on any question or at any meeting of the Board the question shall be deemed to be decided in the negative.
5. Not less than fourteen days notice shall be given to members of the Board of any special meeting of the Board.

6.7 ANNUAL GENERAL MEETINGS OR GENERAL MEETINGS.

Subject to this Constitution, the Annual General Meeting shall be held in the month of March in each year and shall be the principal business session of the year. The Board shall decide the exact time and place of this meeting.

1. Subject to this Constitution, a General Meeting shall be held at the discretion of the Board, but at least once every year. The Board shall decide the exact time and place of this meeting.
2. The business to be transacted at every Annual General Meeting shall be;
   (i) the receiving and adopting of the Board’s report;
   (ii) the presentation and adoption of the budget for the ensuing year;
   (iii) the election of members of the Board.
   (iv) the appointment of an auditor;
   (v) the receiving of the Auditor’s Report upon the books and account for the previous financial year;
   (vi) the receiving of the Financial Statement and Balance Sheet for the previous financial year;
   (vii) the receiving of a Report on the activities and progress of the School or Schools.

6.8.

1. Subject to this Constitution, a General Meeting shall be held at the discretion of the Board, but at least once every year. The Board shall decide the exact time and place of this meeting.
2. The business to be transacted at every March General Meeting shall be;
   (i) the receiving of a report on the activities and progress of the school or schools;
   (ii) the receiving of the financial statement and balance sheet for the previous financial year;
   (iii) the receiving of the Auditor’s report upon the books and accounts for the previous financial year.
6.9 At the Annual General Meeting and the General Meeting the numbers required to constitute a quorum shall be double the number of members on the Management Committee plus one. Elections shall be by ballot unless otherwise decided at the Meeting. A majority of the votes shall determine the issue in each case.

6.10 The Secretary shall convene a General Meeting of members when;
(i) so directed by the Board;
(ii) or upon being given a requisition in writing signed by not less than three members of the Board or not less than one-fourth of the registered members of the Association and clearly stating the purpose for which the General Meeting is so desired;
(iii) or upon being given a notice in writing of appeal against the decisions of the Board to reject an application for membership or of intention to terminate the membership of any person.

6.11 The Secretary shall convene all Annual and General Meeting of the Association by giving not less than fourteen days notice of such meeting.

6.12 The Manner by which such notice is given shall be determined by the Board. Unless otherwise provided by this Constitution at every Annual and General Meeting;
1. The Chairman or Vice Chairman shall be Chairman and if both are absent a Chairman shall be elected by resolution of a majority of the financial members present at the meeting;
2. the Chairman shall maintain order and conduct the Meeting in a proper and orderly manner
3. every question, matter or resolution shall be decided by a majority of votes of the financial members present;
4. every financial member present shall be entitled to one vote and in the case of an equality of votes the Chairman shall have a second or casting vote to maintain status quo;
5. voting shall be by show of hands or a division of members, unless half or more of the financial members present demand a ballot in which event there shall be secret ballot.
The Chairman shall appoint two members to conduct the secret ballot in such manner as he shall determine and the result of the ballot as declared by the Chairman shall be deemed to be the resolution of the meeting at which the ballot was demanded;
6. The Secretary shall cause full and accurate minutes of all questions matters, resolutions and other proceedings of every Board Meeting, Annual General Meeting and General Meeting to be entered in a book provided for that Purpose, such a Book to be open for inspection at all reasonable times by any financial member who previously applies to the Secretary for that inspection for the purposes of insuring the accuracy of the recording of such Minutes, the Minutes of every Management Committee Meeting shall be signed by the Chairman of that Meeting verifying their accuracy. Similarly, the Minutes of every General Meeting shall be signed by the Chairman of that Meeting or the Chairman of the next succeeding General Meeting; provided that the Minutes of any Annual General Meeting shall be signed by the Chairman of that Meeting or the Chairman of the next succeeding General Meeting or Annual General Meeting.
6.13 BY-LAWS.

The Board may from time to time make, amend or repeal by—laws not consistent with this Constitution, for the internal management of the Association and any by-laws may be set aside by a General Meeting of members.

6.14 ALTERATION OF CONSTITUTION.

Subject to the provisions of the Association Incorporation Act 1981, these Rules may be amended, rescinded or added to from time to time by a special resolution carried at the General Meeting: Provided that no such amendments, rescission or addition shall be valid unless the same shall have been previously submitted to and approved by the Under Secretary Department of Justice, Brisbane.

6.15 FUNDS.

1. The income and property of the Association shall be applied in promotion of its objects. The funds necessary for the operation of the school or schools shall be obtained from sources as decided by the Board. Tuition charges and fees shall be decided by the Board.
2. The funds of the Association shall be banked in the name of the Association in such Bank as the Board may from time to time direct.
3 (i) Proper books and accounts shall be kept and maintained showing correctly the financial affairs of the Association and the particulars usually shown in books of like nature.
   (ii) Proper accounts and records of the financial administration of any school or schools conducted by the Association shall be kept. The accounts and records of each school shall be separate from each other and from the accounts and records of other institutions or undertakings which the Association conducts or to which it is related and shall show moneys received and expended by that school, the manner in which such receipt or expenditure takes place and the property credits and liabilities of that school.
   (jii) The accounts and records relation to each school be available for inspection by authorised officials and agents of the Schools Commission.
4. All moneys shall be banked as soon as practicable after receipt of them.
5. The Business Manager shall be responsible for the day-to-day management of the Association’s finances in accordance with the Board’s directives.
6. As soon as practicable after the end of each financial year the Treasurer shall cause to be prepared a statement of receipts and payments and income and expenditure and a balance sheet for the financial year just ended. All such statements shall be examined by the Auditor who shall present his report upon such Audit to the Secretary prior to the holding of the General Meeting next following the financial year in respect of which such Audit was made.
7. No honorarium shall be granted to any person from the funds of the Association and no dividend shall paid to, and no income or property of the Association shall be distributed amongst the members.
8. The income and property of the Association whencesoever derived shall be used and applied solely in promotion of its objects and in the exercise of its powers as set out herein and no portion thereof shall be distributed, paid or transferred directly or
indirectly by way of dividend, bonus or otherwise by way of profit to or amongst the members of the Association provided that nothing herein contained shall prevent the payment in good faith of interest to any such member in respect of moneys advanced by him to the Association or otherwise owing by the Association to him or of remuneration to any offices or servants of the Association or to any members of the Association or other person in return for any services actually rendered to the Association provided further that nothing herein contained shall be constructed so as to prevent the payment or repayment to any member of out of pocket expenses, money lent, reasonable and proper charges for goods hired by the Association or reasonable and proper rent for premises demised or let to the Association.

6.16 FINANCIAL YEAR

The financial year of the Association shall close on 31 December, in each year.

6.17 DISSOLUTION

The Association shall be dissolved;
(i) if the membership is less than six persons.
(ii) if a resolution to that effect is carried by a vote of a three—fourths majority of the financial members present at a General Meeting convened to consider the question.
If upon winding up or dissolution of the Association there remains after satisfaction of its debts and liabilities any surplus or property, the same shall not be paid or distributed among the members but shall be given or transferred to such school or schools, having objects and an Education or Confessional Creed similar to those of the Association and by its or their constituent rules prohibiting the distribution of its or their income and property among members to an extent at least as great as is imposed on the Association, as is determined by the members by majority vote at or before the winding up or, in default of such determination, by a Judge of the Supreme Court of the State where the school is located who may have or acquire jurisdiction in the matter.
“Upon dissolution, the balance of any gifts remaining in the buildings of the school or schools of the Association shall be handed over to some other organisation (having similar objects to the Association) gifts to which are allowable deductions under the provisions of Section 78 (1) (a) of the Income Tax Assessment Act, as the majority of members at that time, by resolution, may determine.”

6.18 INDEMNITY CLAUSE.

Every member of the Board, Auditor, Secretary, Treasurer and other office for the time being of the Association shall be indemnified out of the assets of the Association against any liability incurred by them in the bona fide execution of their duties or arising out of the execution of the duties of his office which is incurred by him in defending any proceedings whether civil or criminal in which judgement is given in his favour in which he is acquitted or in connection with any application in which relief is granted to him by the Court in respect of any negligence fault breach of duty or breach of trust.

6.19 COMMON SEAL
The members of the Board shall provide for the safe custody of the seal, which shall only be used by the authority of the members of the Board and every instrument to which the seal is affixed shall be signed by a member of the Board and shall be counter-signed by the Chairman, Vice-Chairman or by some other person appointed by the members of the Board for that purpose.

6.20 DOCUMENTS.

The Management Committee shall provide for the safe custody of books, documents, instruments of title and securities of the Association.