

BY-LAWS OF THE SHIPWRIGHTS AND BOAT BUILDERS' ASSOCIATION
A BRANCH OF THE BOATING INDUSTRY ASSOCIATION OF NSW

1. Branches of the Association may be formed with the approval of the BIA Board of Directors. Such Branches shall be representative of particular classes of membership or such other groups of members approved by the Directors.

2. OBJECTIVES

1. Provide an identity for Association Members in NSW by giving recognition to their professional credentials.
2. Develop credibility for the trade and the Association.
3. Gain a relationship with consumers, authorities and the general public through Association recognition.
4. Develop recommendations for work ethics - eg standard contract forms, gaining consumer confidence and preference through a published recognised Code of Practice.
5. Provide a forum through which individuals and companies can voice their concerns, interests, difficulties, differences and increasing their interaction of skills and information through their association with the SBA and BIA.
6. Provide the forum for the exchange of technology: manufacturers, specialists and suppliers could address and demonstrate to the members products and technology of mutual interest.
7. Provide opportunities for members to obtain continuing education and skills to better suit them to the changing employment classifications and work practices.
8. Enable the trade to be more politically influential on regulatory and safe boating matters.
9. Develop safe working practices peculiar to the industry.
10. Hold a data base of qualified tradespeople.

3. MEMBERSHIP

Group 1 -SBA/BIA COMBINED COMPANY MEMBERSHIPS

This is available to companies being currently run by fully qualified (level 1) Shipwrights. This membership is extended to either the sole trader, partner or

director of a company who currently is fully qualified by way of Shipwright trade Certificate from TAFE or equivalent training body (to be vetted) plus D.I.R.E. red card.

Full BIA fee's are applicable. \$100.00 joining fee plus \$175.00 membership fee.

Group 2 -SBA ASSOCIATE MEMBERSHIP LEVELS 1,2 & 3

This provides all grades of associate membership with the benefits and services of SBA. SBA members with Level 1 qualifications and 5 years continuous trade experience or Company Group 1, Level 1 membership qualification with 2 years continuous company operation are eligible for SBA Board.

SBA members from any grade would be eligible to sit in SBA sub-committees as formed, from time to time.

Group 2 -Level 1 (FULLY QUALIFIED TRADESPERSON)

Requirements: Completed the Shipwrights Trade Course and holding a Statement from TAFE, or equivalent training body (to be vetted), plus D.I.R.E. red card. Only members at this level may stand for President. Joining fee \$10.00 plus \$50.00 membership fee.

Group 2 - Level 2 (TRADESPERSON)

Requirements: Completed the Shipwrights Trade Course and holding a Statement for TAFE or equivalent training body (to be vetted), or D.I.R.E. blue card. Joining fee \$10.00 plus \$50.00 membership fee.

Group 2 - Level 3 (APPRENTICE)

Requirements: 1st & 2nd year apprentices must be indentured apprentices of the relevant shipwright trade course and this level receives association information. Voting rights are not available. 3rd & 4th year apprentices receive association information and voting rights.

SBA Board positions are not available at this level. 3rd & 4th year apprentices joining fee \$5.00 plus \$25.00 membership fee.

1st & 2nd year apprentices \$5.00 flat rate.

Retired tradespersons who are no longer working within the industry in any capacity joining fee \$5.00 plus \$25.00 membership fee. SBA Board positions not available this level.

4. FEES, SUBSCRIPTIONS & LEVIES

4.1 Each member shall pay such subscription of the Association as shall be determined at the Annual

General Meeting each year.

4.2 Subscriptions shall be payable by 1 October of each year.

4.3 The Association may from time to time Resolve to make a levy on members which shall be payable within one month of notification thereof.

5. DISQUALIFICATION OF MEMBERSHIP

Should any member act in a manner which in the opinion of the Committee is likely to bring discredit upon the Association or not pay his/her subscription to the Association when called upon by the Secretary or otherwise fail to observe the Memorandum and Articles of Association of BIA or these By-laws the Committee shall investigate the matter and report to a Special meeting of the Association which shall be convened for that purpose and at such Special Meeting after such member has had reasonable opportunity of putting his case to such meeting by three fourths majority may terminate such membership and such member will not be entitled to any share in the assets of the Association or to any refund of monies paid by him in respect of membership.

6. RESIGNATION

Any member of the Association intending to retire or withdraw from membership of the Association shall give one month's notice in writing to the Secretary of such intention before the expiration of the membership year otherwise he shall be deemed to have continued his/her membership and shall be liable for his subscription for the following year. No part of a subscription shall be refunded to a retiring or withdrawing member.

7. Immediately upon the approval of the formation of the SBA, the members concerned over which SBA shall have jurisdiction shall hold a Meeting at which Officers shall be elected.

8. The Committee of the SBA shall be elected annually at a General Meeting of members held in the months of November or December and shall consist of a President, a Vice-President, a Secretary and a Treasurer, with not less than three (3) Committee Members nor more than eight (8) Committee Members. It shall be competent for the offices of the Secretary and Treasurer to be combined in one position.

9. Any member attending an Annual General Meeting of the SBA and/or submitting himself for election as a Committee

Member shall be a financial member of the Association.

10. The SBA Committee shall have the power to fill any casual vacancy thereon created by death, resignation, cessation of membership or any other cause.
11. (a) The affairs of the SBA shall be managed by the Officers and Committee, who shall hold office from the day of election until an Annual General meeting of the SBA or until their successors are elected. The names of persons elected as Officers or Members of the Committee of SBA shall be forwarded by the Secretary of the SBA to the Secretary of the Association immediately upon their election and in the case of appointments to fill casual vacancies created by death, resignation, cessation of membership or any other cause.
(b) Tenure of the elected President shall be limited to 3 successive annually elected terms.
(c) Any Officer or Director of the BIA Board shall have the right to attend any meeting of a SBA.
12. The SBA Committee shall conduct its business in strict compliance with the Association's Memorandum, Articles of Association and By-Laws and a copy OF the Minutes of each meeting shall be forwarded to the Association's Secretary within thirty (30) days of the date of the meeting. The SBA Committee shall have power to:-
(i) Deal with such matters as may be properly delegated to it by BIA Board of Directors.
(ii) Raise, initiate and deal with matters as affect the particular SBA, subject to them being endorsed by the Board of Directors.
13. A simple majority of the SBA Committee shall form a quorum at all Committee meetings. The President of the SBA shall preside at all meetings and in the case of equal voting, he shall have a casting vote in addition to an ordinary vote. He shall sign Minutes of the meeting which have been duly confirmed by the meeting over which he may be presiding. In the absence of the meeting may elect a Chairman from the members. The Chairman of any meeting shall have all the powers and rights of the President for the purposes of the meeting over which he may preside.
14. All meetings shall be conducted in accordance with the Association's By-Laws "Standing Orders and Rules of Debate".

15. FUNDS

In furtherance of the objects to establish, invest and deal with funds of Associate Members.

All receipts on account of subscriptions and Levies and all other income derived from Associate members shall be paid into a banking account which shall be opened with such bankers as BIA may determine and all such funds of the Association shall be under the control and management of the Committee.

16. DISBURSEMENTS

Subject always to any special directions given at any meetings of the association and approval of expenditure by BIA Board of Directors, the Committee shall have power in respect of Associate member funds:-

- (a) To administer, expend and disburse all funds and pay all expenses of the Association incidental to the conduct of the affairs thereof as it may deem expedient;
- (b) To authorise such persons as it may select to sign all cheques, agreements and documents on behalf of and in the name of the Association provided always that all cheques shall be signed by the Secretary and one other member of the Committee.

17. AUDIT

True accounts shall be kept of the sums of money received and expended by the Association, and the manner in respect of which such receipts and expenditure takes place. Once at least every year, the accounts of the Association shall be examined and the correctness of the balance sheet ascertained by one or more properly qualified auditors.