

# **The Returned & Services League of Australia (Qld Branch)**



**BEAUDESERT SUB BRANCH Inc.**

**BY-LAWS**

**2022-2025**

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## **BY LAW 1            SENIOR EXECUTIVE**

### Eligibility for Senior Executive Position

- 1.01** To be eligible to hold a Senior Executive position a member must complete, in a continuous capacity, on the committee for one (1) full term from one Annual General Meeting to the following Annual General Meeting.

**BY LAW 2                    MORTALITY BENEFIT FUND**

**Eligibility:**

- 2.01** Members of the Beaudesert RSL Sub Branch Inc. must be a ‘Financial Service Member’ and remain so (This is not transferrable).
- 2.02** The Benefit only accrues with continuous years of financial membership with the Beaudesert RSL Sub Branch Inc. Criteria:
- 2.03** The Welfare Benefit shall take effect from 1<sup>st</sup> July, 2012
- 2.04** A Next of Kin (NOK) must be nominated by the member, and it remains the member’s responsibility to ensure this information remains accurate.
- 2.05** All payments to be at the discretion of the Beaudesert RSL Sub Branch Inc. Committee.

Conditions of Benefit:

<b>2.06</b>	Payment not to exceed	\$500.00
	One Year Membership	\$ 50.00
	Two Year Membership	\$100.00
	Three Year Membership	\$150.00
	Four Year Membership	\$200.00
	Five Year Membership	\$250.00
	Six Year Membership	\$300.00
	Seven Year Membership	\$350.00
	Eight Year Membership	\$400.00
	Nine Year Membership	\$450.00
	Ten Year Membership	\$500.00
	Thereafter	\$500.00

The Benefit is for full years only not part years.

If a member transfers to another Sub-Branch, they will be deemed ineligible for the Benefit.

## **BY LAW 3            RECORDING DEVICE**

### **General:**

- 3.01** No Member or Visitor is permitted to Record or video any meeting conducted by the Beaudesert RSL Sub Branch Inc.
- 3.02** The Executive may record meeting of the Beaudesert RSL Sub-Branch Inc. for 'minute taken' accuracy.
- 3.03** The Executive must advise the meeting that it will be recording the meeting.

## **BY LAW 4                      COMPLIANCE OFFICER APPOINTMENT**

### **General:**

**4.01** The Beaudesert RSL Sub Branch Inc. shall appoint a Compliance Officer, during the 2015 financial year and then annually at the Committee (Board) meeting following the Annual General Meeting of the organisation.

### **Duties:**

**4.02** The duties of the Compliance Officer is to research, organise, report, implement, record and file any matters pertaining to the legal requirements and any other such matters required by sound corporate governance that members of the Management Committee (Board) of the Beaudesert RSL Sub Branch Inc. should be aware, adhere to or bear witness to by individual signature.

These duties shall include and ensure that changes in legislation requirements and sound corporate governance of similar organisations are addressed in a timely manner.

### **Aims:**

#### **4.03**

- a) The individual members of the Management Committee (Board) are in fact eligible to serve, are aware of their commitment, have an understanding of their commitment and have agreed to such commitment.
- b) That the legal requirement in respect to the financial operation and sound management of the organisation through established good corporate governance practice is adhered to at all times.
- c) The requirement so established by the Australian Taxation Office relating to the operations of an RSL Sub Branch are being met.
- d) That changes in legislation and corporate governance of similar organisations are addressed in a timely manner.

## **BY LAW 5            PROPERTY VALUATION**

### **General:**

The Beaudesert RSL Sub Branch Inc. engage a registered valuer to conduct a valuation of properties owned by the Beaudesert RSL Sub Branch Inc. every 3 years.

## **BY LAW 6            REQUESTS TO PURCHASE**

### **General:**

All request to purchase/replace equipment must be accompanied by quotes.

Purchase/replacements over \$7,500.00 must be accompanied by two quotes including installation costs.



## **BY LAW 7                    TRAINING REQUIREMENTS FOR NEW BOARD MEMBERS**

### **Overview:**

**7.01** The Returned and Service League of Australia is one of Australia's oldest and most respected organisations assisting Veteran's and their dependants.

The RSL is a charity and as such, have certain reporting obligations to Federal and State Bodies and certain rules which we must allow follow, so that our work can continue.

**7.02** A Sub-Branch and Women's Auxiliary board is responsible for ensuring that their Board is meeting all its legal requirements as a charity and remain accountable to a number of Government authorities. Members of the board need to ensure compliance, integrity and financial solvency.

### **General:**

**7.03** Prior to nominating for a position on any RSL Board, the applicant is required to complete the Board Survival Kit (TOBi) prior to nominating for a position.

### **Purpose:**

**7.04** TOBi is to provide a handy reference guide, to aid in understanding the commitment to be a Board Member of a Sub Branch or Women's Auxiliary. This Kit provides the following information;

- Broad over view of key legislative requirements of RSL Board Members
- Overview of features of good governance practices; and
- Practical tips and templates to assist in fulfilling your Board responsibilities.

## **BY LAW 8            SENIOR EXECUTIVE TENURE**

### **Senior Executive Succession:**

**8.01** No Sub Branch Senior Executive positions may be occupied by any individual longer than three (3) successive years. In the event of an impasse only, one second term may be authorised.

## **BY LAW 9                      BOARD AND GENERAL MEETINGS**

Board and General Meetings of the Beaudesert RSL Sub Branch Inc. may be held via Video/Teleconferencing due to Health restrictions by Government, and Queensland State RSL Directions.

**BY LAW 10            AGM by Video/Teleconferencing (COVID-19)**

AGM Meetings may be held by Video/Teleconferencing due to Health restrictions by Government, and Queensland State RSL if required.