

communication workers union  
**CWUnion**  
New South Wales Telecommunications & Services Branch

***Retired Members Association***

**Communication Workers Union (CWU)**

**Communications Division**

**Telecommunications & Services Branch (NSW)**

**RETIRED MEMBERS ASSOCIATION  
(RMA)**

**BY-LAWS**

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## Document History

By-law 001	February 2021	Initial draft
By-law 002	February 2021	Initial draft
By-law 003	February 2021	Initial draft

## **BY-LAW 001 – CHARITABLE DONATIONS**

This By-law of the RMA, the Agreement, is made and agreed to by the Committee and is effective from the twenty-first of January 2021 until amended, deleted or repealed by the Committee.

### **1. Purpose**

- A. To set out provisions for the making of donations to charities
- B. To safeguard the financial position of the RMA by setting upper limits on amounts to be donated to charities annually
- C. To define the types of charities that the RMA may donate to
- D. To define the process for suggesting and approving the making of a donation.

### **2. Methodology**

- A. Only the Committee can put forward a recommendation to a General Meeting to make donations
- B. The total amount that may be donated to charities in any financial year must not exceed the income of the RMA for the previous financial year from interest and earnings from investments, as well as amounts received for charitable purposes
- C. The business and financial year of the RMA shall commence on the first day of January and end on the thirty-first day of December each year
- D. Any charity to be donated to must be of benefit to the membership at large, not just a particular subset of membership
- E. Recommended charities should address issues for older people
- F. All recommendations for donations put forward by the Committee must be a notice of motion to a General Meeting.

### **3. Amendments**

This By-law may be amended, deleted or repealed by an affirmative majority vote (>50%) of those Committee members attending the meeting and eligible to vote.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first above written.

CHAIRPERSON

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

## **BY-LAW 002 – HONORARIUMS**

This By-law of the RMA, the Agreement, is made and agreed to by the Committee and is effective from the twenty-first of January 2021 until amended, deleted or repealed by the Committee.

### **1. Purpose**

- A. To set out provisions for the payment of honorariums to RMA members
- B. The purpose of an honorarium is to recognise and reimburse members for their effort involved in undertaking their duties for the RMA
- C. Note: Honorariums are currently being paid to the Secretary, Welfare Officer and Social Co-ordinator.

### **2. Methodology**

- A. Only the Committee can make the decision to approve an honorarium
- B. The Committee must clearly define a specific duty for which there is an honorarium
- C. The business and financial year of the RMA shall commence on the first day of January and end on the thirty-first day of December each year
- D. The Committee may only approve an honorarium after determining there is significant effort involved in the fulfilment of a duty
- E. The RMA's financial statements shall record payments of honorariums that include the amount, the name of the member and details of their duty on behalf of the Association.

### **3. Amendments**

This By-law may be amended, deleted or repealed by an affirmative majority vote (>50%) of those Committee members attending the meeting and eligible to vote.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first above written.

CHAIRPERSON

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

## BY-LAW 003 – RULES OF DEBATE

This By-law of the RMA, the Agreement, is made and agreed to by the Committee and is effective from the twenty-first of January 2021 until amended, deleted or repealed by the Committee.

### 1. Purpose

To define the rules of debate to be followed at all Meetings.

### 2. Methodology

- A. These rules of debate shall apply to all Meetings
- B. No member shall be allowed to speak for longer than five minutes on any one motion, and only once upon a motion or amendment
- C. If there have been two consecutive speakers for a motion, and none against, the Chair shall close the debate
- D. If there have been two consecutive speakers against a motion, and none for, the Chair shall close the debate
- E. Where there have been speakers against a motion, the mover has the right of reply
- F. If there have been no speakers against the motion, the mover has no right to speak a second time.

### 3. Amendments

This By-law may be amended, deleted or repealed by an affirmative majority vote (>50%) of those Committee members attending the meeting and eligible to vote.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first above written.

CHAIRPERSON

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name