

2. By-Law on Admission of Corporate Members (1998)

Adopted by the Council Meeting, Melbourne, January 1998

- 1. Only the Council may amend, alter or repeal this by-law.**
- 2. Who may apply for Corporate Membership?**

A Society may apply to the Secretary to become a Corporate Member of the Federation if its primary objectives are speleological in nature.
- 3. What notice must be given of an application?**

If a society makes an application under clause 2, notice of that application must be provided to members with the notice of the next council meeting in accordance with clauses 25 and 110 of the constitution.
- 4. What must an application contain?**

A Society must include in its application for Corporate Membership:

 - (a) a copy of the Society's constitution, rules or articles of association;
 - (b) a description of the normal activities of the Society;
 - (c) the present number of members of the Society; and
 - (d) a statement that the Society subscribes to:
 - (i) the Federation's aims,
 - (ii) the Federation's Code of Conservation and Ethics, and
 - (iii) the Federation's Minimal Impact Caving Code.
- 5. Applications determined by Council**

The Secretary must refer all applications made under clause 2 to the Council for determination in accordance with clause 6.
- 6. How is an application determined?**

In determining an application made under clause 2, the council may:

 - (a) approve the application;
 - (b) reject the application;
 - (c) postpone its determination of the application;
 - (d) reject the application but admit the applicant Society as a Provisional Member of the Federation; or
 - (e) approve the application subject to:
 - (i) the applicant Society satisfying the Council or the Executive of any matter in relation to the conduct of the Society or its members;
 - (ii) the applicant Society fulfilling any requirement of this by-law which was not fulfilled at the time of determination; or
 - (iii) the recommendation of a State Speleological Council.
- 7. Matters relevant to determination**

In making a determination under clause 6, the Council must have regard to:

 - (a) evidence of satisfactory performance of the applicant Society;
 - (b) any report or recommendation from the Membership Secretary and/or the Membership Commission;
 - (c) any recommendation of the relevant State Speleological Council; and
 - (d) any appropriate information provided by Corporate Members.
- 8. How many votes are needed to approve an application?**

As required by clause 10 of the constitution, a resolution to make a determination under clause 6(a) or 6(e) above must be carried by a two-thirds majority of votes cast.
- 9. What must an applicant Society's constitution contain?**

The constitution, rules or articles of association of an applicant Society submitted under clause 4(a) must contain the following minimum requirements:

 - (a) the name of the Society;
 - (b) the aims and objectives of the Society, which must be primarily speleological in nature;
 - (c) provision for a society committee, including the election of committee members by the general membership of the Society at regular intervals of not longer than two years;
 - (d) the size of quorums required for committee meetings, general meetings (including annual general meetings) and any meetings called for the purpose of amending the Society's constitution, rules or articles of association;
 - (e) the method of amending the Society's constitution, rules or articles of association;
 - (f) a provision requiring the election or appointment of councillors to represent the Society at Council Meetings of the Federation; and
 - (g) a provision requiring that, in the event of disbandment of the Society, all records will be lodged either in the ASF Library or in the library of a recognised state institution and ASF be advised accordingly.

In addition, Societies applying for Corporate Membership are encouraged to make Constitutional provision for recording of all cave exploration carried out, and for the safeguarding of such records.