Your Ref: IA 8841 Our Ref: McT:C 91-217

12th June 1991

Director-General Department of Justice DX 40168 BRISBANE UPTOWN

Dear Sir,

Star Gardens Order of the Eastern Star Homes for the Aged Inc.

We refer to your letter of 22nd May 1991. We enclose herewith copy of the Model Rules which has been certified by Kathleen Marshall, the Secretary of the Association.

Please advise if there is anything further which you require.

Yours faithfully,

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Partners:

Ross K. McTaggart Glendon F. Young Geoffrey R. Funnell William L. LeMass LL.B. Christine J. Vachon LL.B.

Consultant: A.G. Prentice B.A.,LL.B.



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Telephone No. 236 1466 STD 07 Facsimile No. 236 1512



MODEL RULES

NAME

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	(in these Rules called "The Association").
	OBJECTS
he obj	ects for which the Association is established are:-
The esta	blishment of a home to provide residential accommodation and ca
for the	frail aged
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(1) To take over the funds and other assets and liabilities of the present unincorporated association known as the

" Order of the Eastern Star Home for the Aged"

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- (2) To subscribe to, become a member of and co-operate with any other association, club or organisation, whether incorporated or not, whose objects are altogether or in part similar to those of the Association provided that the Association shall not subscribe to or support with its funds any club, association or organisation which does not prohibit the distribution of its income and property among its members to an extent at least as great as that imposed on the Association under or by virtue of rule 28(10).
- (3) In furtherance of the objects of the Association to buy, sell and deal in all kinds of articles, commodities and provisions, both liquid and solid, for the members of the Association or persons frequenting the Association's premises;
- (4) To purchase, take on lease or in exchange, hire and otherwise acquire any lands, building, easements or property, real and personal, and any rights or privileges which may be requisite for the purposes of, or capable of being conveniently used in connexion with, any of the objects of the Association: Provided that in case the Association shall take or hold any property which may be subject to any trusts the Association shall only deal with the same in such manner as is allowed by law having regard to such trusts;
- (5) To enter into any arrangements with any Government or Authority that are incidental or conducive to the attainment of the objects and the exercise of the powers of the Association; to obtain from any such Government or Authority any rights, privileges and concessions which the Association may think it desirable to obtain; and to carry out, exercise and comply with any such arrangements, rights, privileges and concessions;
- (6) To appoint, employ, remove or suspend such managers, clerks, secretaries, servants, workmen and other persons as may be necessary or convenient for the purposes of the Association;
- (7) 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 incorporated association, or in or about the incorporated association or promotion of the incorporated association or in the furtherance of its objects;
- (8) To construct, improve, maintain, develop, work, manage, carry out, alter or control any houses, buildings, grounds, works or conveniences which may seem calculated directly or indirectly to advance the Association's interests, and to contribute to, subsidise or otherwise assist and take part in the construction, improvement, maintenance, development, working, management, carrying out, alteration or control thereof;
- (9) 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;

(10) To take, or otherwise acquire, and hold shares, debentures or other securities of any company or body corporate;

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- (11) In furtherance of the objects of the Association 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, and otherwise to assist any person or body corporate;
- (12) 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 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 debenture stock perpetual or otherwise, or by mortgage, charge, lien or other security upon the whole or any part of the incorporated association's property or assets present or future and to purchase, redeem or pay-off any such securities;
- (13) To draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange, bills of lading and other negotiable or transferable instruments;
- (14) In furtherance of the objects of the Association to sell, improve, manage, develop, exchange, lease, dispose of, turn to account or otherwise deal with all or any part of the property and rights of the Association;
- (15) To take or hold mortgages, liens or charges, to secure payment of the purchase price, or any unpaid balance of the purchase price, of any part of the Association's property of whatsoever kind sold by the Association, or any money due to the Association from purchasers and others;
- (16) To take any gift or property whether subject to any special trust or not, for any one or more of the objects of the Associations but subject always to the proviso in sub-rule (4);
- (17) To take such steps by personal or written appeals, public meetings or otherwise, as may from time to time be deemed expedient for the purpose of procuring contributions to the funds of the Association, in the shape of donations, annual subscriptions or otherwise;
- (18) To print and publish any newspapers, periodicals, books or leaflets that the Association may think desirable for the promotion of its objects;
- (19) In furtherance of the objects of the Association to amalgamate with any one or more incorporated associations having objects altogether or in part similar to those of the Association and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as that imposed upon the Association under or by virtue of rule 28(10);

(20) In furtherance of the objects of the Association to purchase or otherwise acquire and undertake all or any part of the property, assets, liabilities and engagements of any one or more of the incorporated associations with which the Association is authorised to amalgamate;

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- (21) In furtherance of the objects of the Association to transfer all or any part of the property, assets, liabilities and engagements of the Association to any one or more of the incorporated associations with which the Association is authorised to amalgamate;
- (22) To make donations for patriotic, charitable or community purposes;
- (23) To transact any lawful business in aid of the Commonwealth of Australia in the prosecution of any war in which the Commonwealth of Australia is engaged;
- (24) To do all such other things as are incidental or conducive to the attainment of the objects and the exercise of the powers of the Association.

CLASSES OF MEMBERSHIP

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(1) The membership of the Association shall consist of ordinary members, and any of the following classes of members:-



Insert the names of any other classes of membership other than ordinary members in the space provided in (a), (b), (c), (d), (e). If the Association only has ordinary members, please disregard (a), (b), (c), (d) and (e).

- (2) The number of members in each class shall be unlimited.
- 5. (1) Every person who at the date of incorporation of the Association was a member of the unincorporated association and who on or before the day of incorporation agrees in writing to become a member of the Association shall be admitted by the Management Committee to the same class of membership of the Association as that member held in the unincorporated association, and shall not be required to pay any further subscription until the next due date for payment of that

(2) Every applicant for any class of membership of the Association {other than the members of the unincorporated Association referred to in sub-rule (1)} shall be proposed by one member of the Association and seconded by another member. The application for membership shall be made in writing, signed by the applicant and his proposer and seconder and shall be in such form as the Management Committee from time to time prescribes.

MEMBERSHIP FEES

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- (1) The membership fees for each class of membership shall be such sum as the members shall from time to time at any general meeting so determine.
 - (2) The membership fees for each class of membership shall be payable at such time and in such manner as the Management Committee shall from time to time determine.

ADMISSION AND REJECTION OF MEMBERS

- (1) At the next meeting of the Management Committee after the receipt of any application and the fee applicable for any class of membership, such application shall be considered by the Management Committee, who shall thereupon determine upon the admission or rejection of the applicant.
 - (2) Any applicant who receives a majority of the votes of the members of the Management Committee present at the meeting at which such application is being considered shall be accepted as a member to the class of membership applied for.
 - (3) Upon the acceptance or rejection of an application for any class of membership the Secretary shall forthwith give the applicant notice in writing of such acceptance or rejection.

TERMINATION OF MEMBERSHIP

- 8. (1) A member may resign from the association at any time by giving notice in writing to the Secretary. Such resignation shall take effect at the time 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.
 - (2) If a member -

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- (i) is convicted of an indictable offence; or
- (ii) fails to comply with any of the provisions of the Rules; or
- (iii) has membership fees in arrears for a period of two months or more; or
- (iv) conducts himself in a manner considered to be injurious or prejudicial to the character or interests of the Association,

the Management Committee shall consider whether his membership shall be terminated.

(3) The member concerned shall be given a full and fair opportunity of presenting his case and if the Management Committee resolves to terminate his membership it shall instruct the Secretary to advise the member in writing

APPEAL AGAINST REJECTION OR TERMINATION OF MEMBERSHIP

- (1) A person whose application for membership has been rejected or whose membership has been terminated may within one month of receiving written notification thereof, lodge with the Secretary written notice of his intention to appeal against the decision of the Management Committee.
 - (2) Upon receipt of a notification of intention to appeal against rejection or termination of membership the Secretary shall convene, within three months of the date of receipt by him of such notice, a general meeting to determine the appeal. At any such meeting the applicant shall be given the opportunity to fully present his case and the Management Committee or those members thereof who rejected the application for membership or terminated the membership subsequently shall likewise have the opportunity of presenting its or their case. The appeal shall be determined by the vote of the members present at such meeting.
 - (3) Where a person whose application is rejected, does not appeal against the decision of the Management Committee within the time prescribed by these Rules or so appeals but the appeal is unsuccessful, the Secretary shall forthwith refund the amount of any fee paid.

REGISTER OF MEMBERS

- 10. (1) The Management Committee shall cause a Register to be kept in which shall be entered the names and residential addresses of all person admitted to membership of the Association and the dates of their admission.
 - (2) Particulars shall also be entered into the Register of deaths, resignations, terminations and reinstatements of membership and any further particulars as the Management Committee or the members at any general meeting may require from time to time.
 - (3) The Register shall be open for inspection at all reasonable times by any member who previously applies to the Secretary for such inspection.

MEMBERSHIP OF MANAGEMENT COMMITTEE

- 11. (1) The Management Committee of the Association shall consist of a President, Vice-President, Secretary, Treasurer, all of whom shall be members of the Association, and such number of other members as the members of the Association at any general meeting may from time to time elect or appoint.
 - (2) At the annual general meeting of the Association, all the members of the Management Committee for the time being shall retire from office, but shall be eligible upon nomination for re-election.

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(3) The election of officers and other members of the Management Committee shall take place in the following manner:-

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- (a) Any two members of the Association shall be at liberty to nominate any other member to serve as an officer or other member of the Management Committee;
- (b) The nomination, which shall be in writing and signed by the member and his proposer and seconder, shall be lodged with the Secretary at least fourteen days before the annual general meeting at which the election is to take place;
- (c) A list of the candidates' names in alphabetical order, with the proposers' and seconders' names, shall be posted in a conspicuous place in the office or usual place of meeting of the Association for at least seven days immediately preceding the annual general meeting;
- (d) Balloting lists shall be prepared (if necessary) containing the names of the candidates in alphabetical order, and each member present at the annual general meeting shall be entitled to vote for any number of such candidates not exceeding the number of vacancies;
- (e) Should, at the commencement of such meeting, there be an insufficient number of candidates nominated, nominations may be taken from the floor of the meeting.
- 12. Any member of the Management Committee may resign from membership of the Management Committee at any time by giving notice in writing to the Secretary but such resignation shall take effect at the time 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 or such member may be removed from office at a general meeting of the Association where that member shall be given the opportunity to fully present his case. The question of removal shall be determined by the vote of the members present at such a general meeting.

VACANCIES ON MANAGEMENT COMMITTEE

- 13. (1) The Management Committee shall have power at any time to appoint any member of the Association to fill any casual vacancy on the Management Committee until the next annual general meeting.
 - (2) The continuing members of the Management Committee may act notwithstanding any casual vacancy in the Management Committee, but if and so long as their number is reduced below the number fixed by or pursuant to these Rules as the necessary quorum of the Management Committee, the continuing member or members may act for the purpose of increasing the number of members of the Management Committee to that number or of summoning a general meeting of the Association, but for no other purpose.

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FUNCTIONS OF THE MANAGEMENT COMMITTEE

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- Except as otherwise provided by these Rules and subject to (1)resolutions of the members of the Association carried at any 14. general meeting the Management Committee
 - shall have the general control and management of the (a) administration of the affairs, property and funds of the Association; and
 - shall have authority to interpret the meaning of these Rules and any matter relating to the Association on which (b) these Rules are silent.
 - The Management Committee may exercise all the powers of the (2)Association
 - to borrow or raise or secure the payment of money in such (a) manner as the members of the Association may think fit and secure the same or the payment or performance of any debt, liability, contract, guarantee or other engagement incurred or to be entered into by the Association in any way and in particular by the issue of debentures, perpetual or otherwise, charged upon all or any of the Association's property, both present and future, and to purchase, redeem or pay off any such securities;
 - to borrow money from members at a rate of interest not exceeding interest at the rate for the time being charged (b) by bankers in Brisbane for overdrawn accounts on money lent, whether the term of the loan be short or long, and to mortgage or charge its property or any part thereof and to issue debentures and other securities, whether outright or as security for any debt, liability or obligation of the Association, and to provide and pay off and any such securities;
 - to invest in such manner as the members of the (c)Association may from time to time determine.

MEETINGS OF MANAGEMENT COMMITTEE

- The Management Committee shall meet at least once every (1)15. calendar month to exercise its functions.
 - A special meeting of the Management Committee shall be convened by the Secretary on the requisition in writing signed (2)by not less than one-third of the members of the Management Committee, which requisition shall clearly state the reasons why such special meeting is being convened and the nature of the business to be transacted thereat.
 - At every meeting of the Management Committee a simple majority (3)of a number equal to the number of members elected and/or appointed to the Management Committee as at the close of the last general meeting of the members, shall constitute a quorum.

- (4) Subject as previously provided in this rule, the Management Committee may meet together and regulate its proceedings as it thinks fit: Provided that questions arising at any meeting of the Management Committee shall be decided by a majority of votes and, in the case of equality of votes, the question shall be deemed to be decided in the negative.
- (5) A member of the Management Committee shall not vote in respect of any contract or proposed contract with the Association in which he is interested, or any matter arising thereout, and if he does so vote his vote shall not be counted.
- (6) Not less than fourteen days notice shall be given by the Secretary to members of the Management Committee of any special meeting of the Management Committee. Such notice shall clearly state the nature of the business to be discussed thereat.
- (7) The President shall preside as Chairman at every meeting of the Management Committee, or if there is no President, or if at any meeting he is not present within ten minutes after the time appointed for holding the meeting, the Vice-President shall be Chairman or if the Vice-President is not present at the meeting then the members may choose one of their number to be Chairman of the meeting.
- (8) If within half an hour from the time appointed for the commencement of a Management Committee meeting a quorum is not present, the meeting, if convened upon the requisition of members of the Management Committee, shall lapse. In any other case it shall stand adjourned to the same day in the next week at the same time and place, or to such other day and at such other time and place as the Management Committee may determine, and if at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the meeting shall lapse.
- 16. (1) The Management Committee may delegate any of its powers to a sub-committee consisting of such members of the Association as the Management Committee thinks fit. Any sub-committee so formed shall in the exercise of the powers so delegated conform to any regulations that may be imposed on it by the Management Committee.
 - (2) A sub-committee may elect a Chairman of its meetings. If no such Chairman is elected, or if at any meeting the Chairman is not present within ten minutes after the time appointed for holding the meeting, the members present may choose one of their number to be Chairman of the meeting.
 - (3) A sub-committee may meet and adjourn as it thinks proper. Questions arising at any meeting shall be determined by a majority of votes of the members present and, in the case of an equality of votes, the question shall be deemed to be decided in the negative.

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17. All acts done by any meeting of the Management Committee or of a sub-committee or by any person acting as a member of the Management Committee shall, notwithstanding that it is afterwards discovered that there was some defect in the appointment of any such member of the Management Committee or person acting as aforesaid, or that the members of the Management Committee or any of them were disgualified, be as valid as if every such person had been duly appointed and was gualified to be a member of the Management Committee.

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18. A resolution in writing signed by all the members of the Management Committee for the time being entitled to receive notice of a meeting of the Management Committee shall be as valid and effectual as if it had been passed at a meeting of the Management Committee duly convened and held. Any such resolution may consist of several documents in like form, each signed by one or more members of the Management Committee.

ANNUAL GENERAL OR GENERAL MEETINGS

- The first general meeting shall be held at such time, not being less than one month nor more than three months after the incorporation of the Association, and at such place as the Management Committee may determine.
- 20. (1) The annual general meeting shall be held within three months of the close of the financial year.
 - (2) The business to be transacted at every annual general meeting shall be -
 - (a) the receiving of the Management Committee's report and the statement of income and expenditure, assets and liabilities and mortgages, charges and securities diffecting the property of the association for the preceding financial year;
 - (b) the receiving of the auditor's report upon the books and accounts for the preceding financial year;
 - (c) the election of members of the Management Committee; and
 - (d) the appointment of an auditor.
- 21. The Secretary shall convene a special general meeting -
 - (a) when directed to do so by the Management Committee; or
 - (b) on the requisition in writing signed by not less than onethird of the members presently on the Management Committee or not less than the number of ordinary members of the Association which equals double the number of members presently on the Management Committee plus one. Such requisition shall clearly state the reasons why such special general meeting is being convened and the nature of the business to be transacted thereat; or
 - (c) on being given a notice in writing of an intention to appeal against the decision of the Management Committee to reject an application for membership or to terminate the membership of any person.

- (1) At any general meeting the number of members required to constitute a quorum shall be double the number of members presently on the Management Committee plus one.
 - (2) No business shall be transacted at any general meeting unless a quorum of members is present at the time when the meeting proceeds to business. For the purposes of this rule "member" includes a person attending as a proxy or as representing a corporation which is a member.
 - (3) If within half an hour from the time appointed for the commencement of a general meeting a quorum is not present, the meeting, if convened upon the requisition of members of the Management Committee or the Association, shall lapse. In any other case it shall stand adjourned to the same day in the next week at the same time and place, or to such other day and at such other time and place as the Management Committee may determine, and if at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the members present shall be a quorum.
 - (4) The Chairman may, with the consent of any meeting at which a quorum is present (and shall if so directed by the meeting), adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. When a meeting is adjourned for thirty days or more, notice of the adjourned meeting shall be given as in the case of an original meeting.

Save as aforesaid it shall not be necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.

- 23. (1) The Secretary shall convene all general meetings of the Association by giving not less than 14 days notice of any such meeting to the members of the Association.
 - (2) The manner by which such notice shall be given shall be determined by the Management Committee: Provided that notice of any meeting convened for the purpose of hearing and determining the appeal of a member against the rejection or termination of his membership by the Management Committee, shall be given in writing. Notice of a general meeting shall clearly state the nature of the business to be discussed thereat.
- 24. Unless otherwise provided by these Rules, at every general meeting -
 - (1) the President shall preside as Chairman, or if there is no President, or if he is not present within fifteen minutes after the time appointed for the holding of the meeting or is unwilling to act, the Vice-President shall be the Chairman or if the Vice-President is not present or is unwilling to act then the members present shall elect one of their number to be Chairman of 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 RTI 191053 majority of votes of the members present; 12

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(4) every 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: Provided that no member shall be entitled to vote at any general meeting if his annual subscription is more than one month in arrears at the date of the meeting;

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- (5) voting shall be by show of hands or a division of members, unless not less than one-fifth of the members present demand a ballot, in which event there shall be a 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) a member may vote in person or by proxy or by attorney and on a show of hands every person present who is a member or a representative of a member shall have one vote and in a secret ballot every member present in person or by proxy or by attorney or other duly authorised representative shall have one vote;
- (7) the instrument appointing a proxy shall be in writing, in the common or usual form under the hand of the appointor or of his attorney duly authorised in writing or, if the appointor is a corporation, either under seal or under the hand of an officer or attorney duly authorised. A proxy may but need not be a member of the Association. The instrument appointing a proxy shall be deemed to confer authority to demand or join in demanding a secret ballot;
- (8) where it is desired to afford members an opportunity of voting for or against a resolution the instrument appointing a proxy shall be in the following form or a form as near thereto as circumstances permit:-

ASSOCIATION:

I, of ' being a member of the abovenamed Association, hereby appoint of of , or failing him, of ' as my proxy to vote for me on my behalf at the (annual) general meeting of the Association, to be held on the day of , 19 , and at any adjournment thereof.

Signed this day of

, 19

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Signature.

This form is to be used *in favour of the *against

resolution.

*Strike out whichever is not desired. (Unless otherwise instructed, the proxy may vote as he thinks fit.);

(9) the instrument appointing a proxy shall be deposited with the Secretary prior to the commencement of any meeting or adjourned meeting at which the person named in the instrument proposes to vote; and

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(10) the Secretary shall cause full and accurate minutes of all questions, matters, resolutions and other proceedings of every Management Committee meeting and general meeting to be entered in 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 ensuring the accuracy of the recording of such minutes, the minutes of every Management Committee meeting shall be signed by the Chairman of that meeting or the Chairman of the next succeeding Management Committee meeting verifying their Similarly, the minutes of every general meeting accuracy. 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.

BY-LAWS

25. The Management Committee may from time to time make, amend or repeal by-laws, not inconsistent with these Rules, for the internal management of the Association and any by-law may be set aside by a general meeting of members.

ALTERATION OF RULES

26. Subject to the provisions of the Associations Incorporation Act 1981-1990, these Rules may be amended, rescinded or added to from time to time by a special resolution carried at any general meeting: Provided that no such amendment, rescission or addition shall be valid unless the same shall have been previously submitted to and approved by the Director-General, Department of Justice and Corrective Services, Brisbane.

COMMON SEAL

27. The Management Committee shall provide for a Common Seal and for its safe custody. The Common Seal shall only be used by the authority of the Management Committee and every instrument to which the seal is affixed shall be signed by a member of the Management Committee and shall be countersigned by the Secretary or by a second member of the Management Committee or by some other person appointed by the Management Committee for the purpose.

FUNDS AND ACCOUNTS

- 28. (1) The funds of the Association shall be deposited in the name of the Association in such Bank or Permanent Building Society as the Management Committee may from time to time direct.
 - (2) Proper books and accounts shall be kept and maintained either in written or printed form in the English language showing correctly the financial affairs of the Association and the particulars usually shown in books of a like nature.

- All moneys shall be deposited as soon as practicable after (3)receipt thereof.
- All amounts of one hundred dollars or over shall be paid by (4)cheque signed by any two of the President, Secretary, Treasurer or other member authorised from time to time by the Management Committee.
- Cheques shall be crossed "not negotiable" except those in (5)payment of wages, allowances or petty cash recoupments which may be open.
- The Management Committee shall determine the amount of petty (6) cash which shall be kept on the imprest system.
- All expenditure shall be approved or ratified at a Management (7) Committee meeting.
- As soon as practicable after the end of each financial year (8)the Treasurer shall cause to be prepared a statement containing the particulars of
 - the income and expenditure for the financial year just (a) ended; and
 - the assets and liabilities and of all mortgages, charges (b) and securities affecting the property of the Association at the close of that year.
- All such statements shall be examined by the auditor who shall (9) present his report upon such audit to the Secretary prior to the holding of the annual general meeting next following the financial year in respect of which such audit was made.
- (10) 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 officers of servants of the Association or to any member of the Association or other person in return for any services actually rendered to the Association provided further that nothing herein contained shall be construed 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.

(11) (see below)

DOCUMENTS

The Management Committee shall provide for the safe custody of 29. books, documents, instruments of title and securities of the Association.

AU FL "5/1/50 (1) All property owned or acquired by the Association 16 vested All property owned. File of in

FINANCIAL YEAR

30. The financial year of the Association shall close on <u>30th day of June</u> in each year.

[Insert date and month on the line provided.]

DISTRIBUTION OF SURPLUS ASSETS

31. If the Association shall be wound up in accordance with the provisions of the Associations Incorporation Act 1981-1990, and there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Association, but shall be given or transferred to some other institution or institutions having objects similar to the objects of the Association, and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the Association under or by virtue of rule 28(10), such institution or institutions to be determined by the members of the Association.

I hereby certify that this is a true copy of the rules adopted by the members on Juesday 16 14 July 1991

Secret



QUEENSLAND

ASSOCIATIONS INCORPORATION ACT 1981

Section 12 Regulation 7

CERTIFICATE OF INCORPORATION OF AN ASSOCIATION

This is to Certify

that

STAR GARDENS ORDER OF THE EASTERN STAR HOMES FOR THE AGED INC

incorporated under the Associations Incorporation Act 1981. I certify that this is a true and correct copy of Certificate of Incorporation number 8841 issued in pursuance of the provisions of the Associations Incorporation Act 1981-1990.

Dated at Brisbane this twenty-second day of May, 1991.

B. SMITH

Director-General, Department of Justice.



B. SMITH Under Secretary, Director-General Department of Justice.

Your Ref: RM:JB:91217

22 May, 1991

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Gentlemen,

Insertions process of Inc. the for appropriate Model μ. N process of incorporation have Incorporation of Star Gardens The Model Rules enclosed. the Star will Aged Inc. Gardens appear ¢ 0 the Model Please with as Order numbered IA Rules one the now of the Rules clause complete place insertions been sanctioned. Certificate o Order of the Eastern Star Homes 8841 and issued on 22 May, 1991 Eastern Star form <u>ທ</u> your insertions document. that and amended which were the Homes sanctioned in the during the Certificate advised for the rules g Aged the 0 Η'n н

rıease direct any en Registrar of Titles will be והלייים be The documents, † Certificate appropriate incorporation, was held lodgeð attached with together with of person/s Form Nos. any enquiries the Registrar Incorporation 0 H s. 5A and 5B in respect (other on behalf the concerning c authority and the ap of Titles attached certified B should of all 1 lf of the appropriate the association. land with these documents о Н be other completed d which, pr whom the copy of authority. fee, prior ЪУ document should đ Those the the ç the Ω.

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B/c: Charities Officer.

For your information. Stephens & Tozer (Associations) G P O Box 388 BRISBANE QLD 4001

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for Director-General



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Your Ref: Mr Clarke Our Ref: RM:JB:91217

14 May 1991

The Director General Department of Justice and Corrective Services State Law Building 50 Ann Street BRISBANE QLD 4000

Christine J. Vachon LL.B.

William L. LeMass LL.B.

A.G. Prentice B.A., LL.B.

Consultant:

Ross K. McTaggart Glendon F. Young Geoffrey R. Funnell Partners:

Dear Sir,

AGED ORDER OF THE EASTERN STAR HOME FOR THE

original letter addressed to us from our client, dated 25th April, original Application are enclosed herewith. April, 1991. 1991 which incorporates the Minute of a meeting made on 19th We refer to your letter of the 29th April. Pages 3 and 4 of the We also enclose the

Is this all you require?

. 4

Yours faithfully

your y

Encl.

OT

SOLICITOR¹⁰ Est. 1904

Address:

Level 4, Primary Producers House, 183 North Quay, Brisbane. 4000

Postal Address: Box 388 GPO Brisbane 4001 DX 40136, Brisbane

Telephone No. 236 1466 STD 07

Facsimile No. 236 1512



RTI 191053

- -3-
- (h) The present number of members of the association is .twelve .(.12).....
- (j) The association *is/is not registered under the Industrial Conciliation and Arbitration Act as a union of employers or employees.
- (k) The association *does/does not intend to be registered under the Industrial Conciliation and Arbitration Act as a union of employees or employees.
- (1) The association *is/is not a licensed club under the Liquor Act.

Accompanying this application are -

- (i) a Statutory Declaration verifying the passing of resolutions referred to in sub-sections (1) and (2) of section 8 of the Associations Incorporation Act 1981-1988, refer page 4; **
- (ii) a copy of the proposed rules of the association; ***
- (iii) (where the applicant association is a branch of an incorporated association) the consent in writing of that incorporated association to the making of this application.
- (iv) a copy of the last annual report and statement of the financial affairs of the association;
- (v) details of all land and improvements owned or proposed to be acquired by the association;
- (vi) the names and present addresses of all trustees registered as proprietors of any land owned by the association. If any such trustee is deceased or incapable of acting or unwilling to act, full details should be provided; and
- (vii) the fees prescribed in the Second Schedule to the Associations Incorporation Regulations 1982.

Dated at BRISBANE this 27th day of March, 19⁹¹.

Signature of Applicant

*Delete whichever is inapplicable.

**PLEASE NOTE: SPECIAL RESOLUTION

For the purposes of this Act, a resolution is a Special Resolution if it is passed by a majority of not less than three-quarters of such members entitled under the rules to vote, as may be present in person at any General Meeting, of which notice specifying the intention to propose the resolution as a Special Resolution was given in accordance with those rules.

***Where the Model Rules are adopted in their entirety and no other rules are added, the Secretary need only lodge a copy of the Special Resolution where by those rules were adopted and advise the insertions to clauses 1, 2, 3, 4, and 30.

RDER OF THE EASTERN STAR

Home for the Aged

59 Wellington Street, Clayfield, 4011 Office 262 5436

nen & Tozer).Box 388 BANE, 4001.

25th April, 1991.

ntion: Mr. Ross McTaggart

Mr. McTaggart,

ve been requested by Mrs. A. Togne, to forward to an extract from the Minute of the Order of the ern Star Homes for the Aged Committee Meeting held layfield on Friday, 19th April, 1991, and am pleased abmit the following information.

ness: Incorporation -

"To expedite this situation the following tions were elected on the MOTION of Mrs. D.Stewart NDED by Mrs. M. Robar, after a letter from Mrs. K. hall was read accepting nomination -

President	Μ́rs.	Α.	Togne
Vice-President	Mrs.	М.	Lavaring
Secretary	Mrs.	K.	Marshall
Treasurer	Mrs.	F.	Smith
Other	Mrs.	К.	Leveritt

ting the above meets your requirement.

s faithfully,

M. Marshall

een Marshall, r of the Eastern Star Homes the Aged C**emmoito**see. File01



L077-KB



Appl. 9517 239 6786 Mr Clarke

29 April, 1991

Your Reference: RM:JB:91217

Dear Mr McTaggart,

Associations Incorporation Act 1981 - 1990

Reference is made to the application for incorporation of the Order of the Eastern Star Home for the Aged under the provision of the abovementioned Act.

The application and rules have been perused and the following matters require attention:-

- 1. As pages 3 and 4 of the original application form were not signed by the applicant, Mr R.K. McTaggart, please complete the enclosed blank pages 3 and 4 in full.
- 2. An extension of 2 weeks has been granted so the matter relating to the size of the Association's Management Committee can be resolved.

To enable the application to receive further consideration please ensure the above matters are attended to within twentyone (21) days of the date of this letter, otherwise it will be assumed that it is not proposed to proceed with the application.

Please note that it is not necessary to submit a new set of rules as a letter setting out the above amendments will be sufficient.

Please quote the above reference in your reply.

Yours faithfully,

P.C.

for <u>Director-General</u>.

Mr R K McTaggart C/- Stephens & Tozer Solicitors GPO Box 388 BRISBANE QLD 4001 Your Ref: MR. CLARKE Our Ref: RM:JB:91217

19 April 1991

The Director General Department of Justice and Corrective Services DX 40168 UPTOWN BRISBANE



Partners: Ross K. McTaggart Glendon F. Young Geoffrey R. Funnell William L. LeMass LL.B. Christine J. Vachon LL.B.

Consultant: A.G. Prentice B.A.,LL.B.

Dear Sir,

RE: THE ASSOCIATIONS' INCORPORATION ACT AND ORDER OF THE EASTERN STAR

We refer to your letter of the 5th April, 1991. We reply to your letter as follows:-

- 1. The abbreviation "Inc" is to form part of the Association's proposed incorporated name in Clause 1.
- 2. An amended Form 1 signed by the writer is enclosed.
- 3. We are still awaiting our client's instructions on this matter.
- 4. The Association only has ordinary membership.

Would you please allow an extension of time past the 21 days referred to in your letter to enable us to consider and reply to item 3.

Yours faithfully

Encl.





SOLICITORS Est. 1904

Address:

Level 4, Primary Producers House, 183 North Quay, Brisbane. 4000

Postal Address: Box 388 GPO Brisbane 4001 DX 40136, Brisbane

Telephone No. 236 1466 STD 07 Facsimile No. 236 1512

Form 1	
	OFFICE USE ONLY
QUEENSLAND	Appl.No.
ASSOCIATIONS INCORPORATION ACT 1981 - 1988	Date
(Section 9)	Amount
(Regulation 6)	Receipt No.
APPLICATION FOR INCORPORATION	Initials
Mr Mrs	
I, Miss(given names first - surname in BLOC	X letters)
of	 1:
being a person appointed in accordance with section 8(2) of the As	sociations
Incorporation Act 1981-1988 by the members of the association here	inafter mentioned,
reby make application for the incorporation of:	
(present full name of association for which incorporation i	s required)
as(1st choice)	.*Incorporated/Inc.
(2nd choice)	.*Incorporated/Inc.
(3rd choice)	.*Incorporated/Inc. *(Delete whichever is inapplicable)
<u>NOTE</u> : Where more than one choice is given, incorporation will be first available name without further reference to the assoc	
The following information is supplied:-	**************************************
(a) The date the association came into existence:	
(b) The association *is/is not a branch of another association:	
If a branch, please advise: (1) The name of the controlling	body:
(2) Corporate status of the controlling body:	
(c) The date the association's financial year ends:	S
(d) The postal address of the association:	
• • • • • • • • • • • • • • • • • • • •	
(e) The address where the books of account and records of the ass	
(f) The name and address of the bank or permanent building societ	
funds of the incorporated association are to be deposited:	
·····	
*Delete whichever Associations Incorporation Section is inapplicable. GPO Box 1638 BRISBANE QLD 4001	ces

(g) The names, addresses, occupations and signatures of the present Management Committee are hereunder:-

SURNAME	GIVEN NAMES	RESIDENTIAL ADDRESS	OCCUPATION	SIGNATURE
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- (h) The present number of members of the association is
- (i) The principal activity of the association is
- (j) The association *is/is not registered under the Industrial Conciliation and Arbitration Act as a union of employees or employees.
- (k) The association *does/does not intend to be registered under the Industrial Conciliation and Arbitration Act as a union of employees or employees.
- (1) The association *is/is not a licensed club under the Liquor Act.

Accompanying this application are -

- (i) a Statutory Declaration verifying the passing of resolutions referred to in sub-sections (1) and (2) of section 8 of the Associations Incorporation Act 1981-1988, refer page 4; **
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- (vi) the names and present addresses of all trustees registered as proprietors of any land owned by the association. If any such trustee is deceased or incapable of acting or unwilling to act, full details should be provided; and
- (vii) the fees prescribed in the Second Schedule to the Associations Incorporation Regulations 1982.

Signature of Applicant

*Delete whichever is inapplicable.

**PLEASE NOTE: SPECIAL RESOLUTION

For the purposes of this Act, a resolution is a Special Resolution if it is passed by a majority of not less than three-quarters of such members entitled under the rules to vote, as may be present in person at any General Meeting, of which notice specifying the intention to propose the resolution as a Special Resolution was given in accordance with those rules.

***Where the Model Rules are adopted in their entirety and no other rules are added, the Secretary need only lodge a copy of the Special Resolution where by those rules were adopted and advise the insertions to clauses 1, 2, 3, 4, and 30. SEARCH FORM



NAME TYPE: ASSN

FILE NO. APPL 9517

PROPOSED NAME (in block letters):

STAR GARDENS ORDER OF THE EASTERN STAR HOMES FOR THE AGED INC

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DATE: 914191 M. Conglorel

For Director-General.

Please note that it is not necessary to submit a new set of rules as a letter setting out the above amendments will be sufficient.

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Please quote the above reference in your reply.

Yours faithfully,

for <u>Director-General</u>.

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Associations Incorporation Regulations 1982

MANDATORY RULES THIRD SCHEDULE Part A

questions, matters, resolutions and other proceedings of every Manage-ment Committee meeting and general meeting to be entered in 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 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 Management Committee 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: general meeting or annual general meeting. purposes of ensuring the accuracy of the recording of such minutes, the minutes of every Management Committee meeting shall be signed Management Committee meeting verifying their accuracy. by the Chairman of that meeting or the Chairman of the next succeeding 1. The secretary shall cause full and accurate minutes of all Ę

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2. Subject to the provisions of the Associations Incorporation Act, these Rules may be amended, rescinded or added to from time to time by a special resolution carried at any general meeting: Provided that no such amendment, rescission or addition shall be valid unless the same General, Department of Justice and Corrective Services, Brisbane shall have been previously submitted to and approved by the <u>Director</u> MR 26

3. The income and property of the income and applied solely in promotion of its objects and derived shall be used and applied solely in promotion of its objects and MR 28(10)

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3. The classes of membership of the incorporated association, manner of determining admission to each class of membership whether such membership is limited or unlimited in numbers. ŗ The objects of the meatpolated association, and Side MR 4(1) MR 7(1) MR 4(2) 212 ~ 4(1)

members of each class of membership of the incorporated association. 4 The membership or other fees (if any) to be paid by the MR ፍ

5. Whether or not there is a right of rejection or termination of membership and if so, the manner of determining same. determining same. Ą -1 ę٦ ω

6. Whether or not there is a right of appeal against rejection or termination of membership and if so, the manner of such appeal. MR ം

-1 The manner in which the Register of Members shall be kept. MR 10

Associations Incorporation Regulations 1982

MR MR MR
MR 28(1)-(7) MR 28(8) MR 20(2)(a) MR 28(8) MR 20(2)(b) MR 29 MR 30
MR 28(8) MR 20(2)(a) MR 28(8) MR 20(2)(b) MR 29 MR 30
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Your Ref: G.C. Schott Our Ref: RM:JB 91217:

27 March 1991

The Under Secretary Department of Justice GPO Box 1638 BRISBANE Q 4001. hout.

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Ross K. McTaggart Giendon F. Young Geoffrey R. Funnell William L. LeMass LL.B. Christine J. Vachon LL.B.

Consultant: A.G. Prentice B.A.,LL.B.

Dear Sir,

ORDER OF THE EASTERN STAR HOME FOR THE AGED

We enclose herewith the following documents:-

- 1) Form 1 Application for Incorporation (including list of members)
- 2) Our client's cheque in your favour for \$54.50
- 3) Balance Sheet dated 30.06.90
- 4) President's report dated 03.11.90
- 5) List of Insertions to the Model Rules

We advise that the Association is prepared to adopt the model rules.

We advise that the Association is the registered proprietor ot its own property at 59 Wellington Street, Clayfield which is described as Lot 3 on Registered Plan No. 69185, County of Stanley, Parish of Toombul, containing an area of 2 roods 28.26 perches contained in Certificate of Title Volume 2916 Folio 229.

We await your advices regarding incorporation.

Yours faithfully rephon

Encl.



SOLICITORS

Address:

Level 4, Primary Producers House, 183 North Quay, Brisbane. 4000

Postal Address: Box 388 GPO Brisbane 4001 DX 40136, Brisbane

Telephone No. 236 1466 STD 07 Facsimile No. 236 1512 -3--

- (h) The present number of members of the association is
- (i) The principal activity of the association is to provide residential accommodation and care for the frail aged.
- (j) The association *is/is not registered under the Industrial Conciliation and Arbitration Act as a union of employees or employees.
- (k) The association *does/does not intend to be registered under the Industrial Conciliation and Arbitration Act as a union of employees or employees.
- (1) The association *is/is not a licensed club under the Liquor Act.

Accompanying this application are -

- (i) a Statutory Declaration verifying the passing of resolutions referred to in sub-sections (1) and (2) of section 8 of the Associations Incorporation Act 1981-1988, refer page 4; **
- (ii) a copy of the proposed rules of the association; ***
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Signature of Applicant

*Delete whichever is inapplicable.

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***Where the Model Rules are adopted in their entirety and no other rules are added, the Secretary need only lodge a copy of the Special Resolution where by those rules were adopted and advise the insertions to clauses 1, 2, 3, 4, and 30.

INSERTIONS TO THE MODEL RULES

Clause 1	The name of the incorporated association shall beSTAR GARDENS ORDER OF THE EASTERN STAR HOMES FOR THE AGED
Clause 2	The objects for which the Association is established are: the establishment of a home to provide residential accommodation and care for the frail aged
	(are additional pages attached YES/NO)
Clause 3(1)	To take over the funds and other assets and the liabilities of the present unincorporated association known as the ".ORDER OF THE EASTERN STAR HOME FOR THE AGED
Clause 4(1)	The membership of the Association shall consist of ordinary members, and any of the following classes of members:- (a) (b) (c) (d)
Clause 30	The financial year of the Association shall close on 30th day of June in each year.

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File 01

GRAND CHAPTER OF QUEENSLAND. HOMES FOR THE AGED COMMITTEE. REPORT NUMBER 3 NOVEMBER 1990.

The Home at Clayfield has been operating quite successfully since the last report. Mr Bruce Quelch the administrator has been gradually taking over the management of the Home and is now in control subject to the overall direction of the committee. Sister Gardiner Acting D.O.N. is in overall charge of the medical care of the residents and a close and caring relationship has been established between the two.

All applicants for admission into the Home are now interviewed to assess their suitability to the type of care that can be provided within the limits of the Home and the Nursing staff. Some changes have been made to staff rosters and a fully qualified Sister is now on duty 24 hours a day. The Sisters sitting room has been made into the D.O.N.'s office complete with telephone and it is proposed to establish a reception desk in the entrance area.

After complaints of a "Smell of Burning" it was found neccessary to have some of the rooms rewired as the rubber insulation had disintegrated, one point in the pan room was leaking 90 volts, some new light fittings have also been installed. Three rooms have been repainted and new carpets fitted in two, the remaining room with vinyl floor covering has been measured for carpet.

The washing lines are being relocated and some form of screen constructed and suitable garden beds laid out at the top of the drive way to improve the visual aspect of the aproaches to the Home. The front steps have been converted to a half ramp for access for wheel chairs. New tablecloths and napkins have been obtained for the dining room and microwave ovens installed both upstairs and downstairs to enable hot food to be kept hot. An outdoor setting of a table and four chairs with umbrella has been purchased to enable the ladies to be seated outside.

It is sad to report that two deaths have occurred, one in each of the Nursing Home and Hostel, one resident has been transferred to the nursing home, one to Sandgate and one to hospital with the possibility of not returning. At this time there are no vacancies.

New trustees have been recommended for the land at Clayfield and on their registration with the appropriate government departments steps can be finalised for the purchase of a site on which to erect alternative accommodation

An offer has been made for land at Beaudesert and the return of the vendor from overseas is awaited before details of acceptance can be obtained. Preliminary plans have been prepared by the architects, some copies are available for examination. The frame is rather limiting as to obtain the Federal Goverment subsidy for the building construction must commence before the end of current financial year (June 1991)

Arthur W. Leveritt. Grand Secretary.

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Our Ref: Your Ref: RM:JB:902197

30 May 1991

and Corrective Services, BRISBANE PO Box 1638 Department of Justice Charities Sub-Program, The Officer in Charge, QLD 4001

Dear Sir,

STAR HOMES FOR THE AGED INC GARDENS ORDER OF THE EASTERN STAR

been incorporated under No. 1A8841. We act on behalf of the above organisation which has recently

Home for the Aged and it was registered as a charity, pursuant to Certificate of Registration No. 388. Previously our client was known as Order of the Eastern Star,

you kindly forward the new Certificate to our office. to be issued in the name of our client as incorporated. On instructions from the Department we enclose herewith the old Certificate of Registration as a charity to enable a new Certificate Would

Yours faithfully

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Consultant:

Christine J. Vachon LL.B. William L. LeMass LL.B. Geoffrey R. Funnell Glendon F. Young Ross K. McTaggart Partners:

å.

A.G. Prentice B.A., LL.B.

S 5 O L I C I T O RES Est. 1904 10

Address:

Brisbane, 4000 183 North Quay, Primary Producers House, Level 4,

DX 40136, Brisbane Brisbane 4001 Box 388 GPO Postal Address:

STD 07 Facsimile No. 236 1512 Telephone No. 236 1466

Encl.

RTI 191053
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Dated	gistered a	ORDER	Minister provisions	,
at Brisba	s a charity	OF	for Just of "The	
ine, this	/ under an	тнв	tice and Collectior	PETER
Dated at Brisbane, thisFirstday ofOctober, 19.67	is registered as a charity under and for the purposes of the Act.	EASTERN	the Minister for Justice and Attorney-General for the State of Queensland, in pursuance of the provisions of "The Collections Act of 1966," hereby certify that	No. 388 I, PETTER ROYLANCE DELAMOTHE
day	s of the Act.	STAR,	il for the St	DET DET
of Oc		НОМЕ	ate of Queer fy that	AMOTHE
tober		FOR	ısland, in	No. 388
, 19.6		AGED	pursuance	800
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CERTIFICATE OF REGISTRATION

"The Collections Act of 1966"

WK. De Lormothe

Minister for Justice and Attorney-General

47

Form No.

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Messrs Step Solicitors G P O Box 3 BRISBANE Q Stephens 388 QLD 4001 20 Tozer

for **Director-General**

Yours

faithfully,

File 01

Please find enclosed Certificate , the name of Star Gardens Order of the Aged Inc dated 11 June, 1991. of Re E the Registration No. 388 ne Eastern Star Homes

in for

name Aged

Your Ref:

RM:JB:902197

Gentlemen,

Collections Act

1966

1990

June 1991

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Charities Clerk 239 6076

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CH 388

:	Dated at Brisbane, thiseleventhday ofJune, 1991
۲۰۰۰ ۲ ۵۵ File 01	is registered as a charity under and for the purposes of the Act. This Association was registered as Order of the Eastern Star, Home for the Aged on 1 October, 1967. Incorporation under the provisions of the Associations Incorporation Act 1981 - 1990 was granted on 22 May, 1991
: : :	the provisions of the Collections Act 1966–1981 hereby certify that STAR GARDENS ORDER OF THE EASTERN STAR HOMES FOR THE AGED INC
of	r the State of Queensland, in pursuance
	No
	CERTIFICATE OF REGISTRATION
• • •	Collections Act 19661981 (Regulation 7 (3))

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3

MINISTER FOR JUSTICE AND

*

CORRECTIVE SERVICES

Form No. 3

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Star District Grand Chapter the Grand Subject to the Constitution and Laws of South Bri pter representing the Supreme Grand Chapter of Coopland, following shall be the rules gave mine the rules gave mine the suprementation of the state of Chapter to raise funds for the proposed Home for aged members. 37 MAY 185 South Brisbane potinted. Order man 2 of the Eastern istrict Grand by South Brisbane 21

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۲ NAME The name of the organisation shall be Order of the Eastern Star, Aged Member

ra

- Home.
- ş The objects о_Ѓ the charity shall be 0 0 raise funds for the erection and
- OBJECTS. The maintenance ġ, Home for bege Members
- \$V3 MEMBERSHIP, Membership. Members ្អ 0, E, S, interested цŗ eut Proposed Home shall g eligible for
- ₽ MANAGEMENT. The Management of the office-bearers and t of the et other Char ity members with shall 00 power vested 40 Ë add. ø Committee consisting
- ĊΠ OFFICE BEARERS. and shall consis decided at the A the Committee consist of Pfesident, the Annual General Ma tee until the next Ann The the next Annual office-bearers shall Mee'ting. Any Annual General Secretary and Treasurer be elected at the Annual office becoming vacant Meeting. and such others General Meeting may с б а S s shall be filled by
- <u></u>о FINANCIAL YEAR. The financial year shall conclude on 30th April of each year.
- 7. ANNUAL GEN the month presented. GENERAL MEE MEETING. The Annual General Meeting of ally in each year, when the Annual Report Member s and Balance shall Sheet be held during shall ទី
- e e QUORDM. A At the Annual General Meeting Meeting five member τΩ. ø quorum shall 00 Twelve member s pus 8 1 2 go
- <u>ہ</u> NOTICE OF MHETING. In ord convened the Secretary sh In order shall give all members. that a General 84 0 least or Special seven days days Meeting may be properly clear notice of the int intention

File 01

10. FUNDS. Secretary OF THY The and Treasurer authorised to operate thereon. funds of the EASTERN STAR, organisation shall be banked in the name Aged Members Home, with any two of the President of the charity

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- н н ACCOUNTS. Meeting. The accounts shall be presented and passed for payment 8 5 ထ Committee
- AUD II They Twelve They shall examine all accounts, thereon at the Annual Meetings. a months The Auditor ្អ Auditors vouchers, receipts, books etc Audits shall be conducted at 1 shall be elected 8 1the Annual General Meeting. at regular and furnikh a report intervals റ്റ

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- OVEr present **a** ssets present at a DISSOLUTION. Less than se сі nan seven persons, or upon one voue of a consider such question. Upon dissolt at a Special Meeting convened to consider such question. Upon dissol and funds on hand may after payment of all expenses and liabilities, b a t seven persons; ဋ္ဌာ General The charity Meeting shall be maγ decide. dissolved in the event of a three-fourths of the majority of the member ship dissolution Bureq တွ စ members member Landed ō
- ANENDMENT OF RULES. These rules the purpose. pur pose. may be amended at a General Meeting ĥ Special

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copy of the adopted by 30th April, Ve the the ٠ ĝ a majority 1957. Rules of the the v of certify O.E.S. / members y that the abc Aged Members' rs present at a above g ----Home Meet: ມ. ເຊ ang a true and Committee ing held or and 20 0 Q o orre 2

Mary. and the free SECRETAR Y PRES IDENT

RTI 191053

----[...]

 \odot Sec. 10 likely ct C o T ALZEGERC administered? \$ Yes,

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- $\left(\begin{array}{c} 7 \end{array} \right)$ oharity terro zo / osocizaci to sect C cr Di C e charity already covered b . PV auy Yue otjer
- $\widehat{\mathbb{C}}$ Mrs. An Gland Gannar Cannar Ca Apris Burns Mathicson DOLIN, So vine Street, Hundlt, , President, Ivy IBERN, S5 Todd Street, Ashgrove, tary, and Florence Bveline IRONS, 47 Marsh Street n Mill, Treasurer, The last two mentioned person t repide within this Follice division and no inform s available here regarding them. the informat े ्र 3,5 V\$ 3
- $\overline{\mathbb{N}}$ An Justic and State of Angle o ny laquiries I r yerson to bo y yf funds for consider Gict Ers. D entrustod with the r charitable jurjoses. Dobie i: $\hat{\mathbf{i}}_{i}$

Correspondence herevith,

Sir,Submitted;

Fasal CLAN

r.Const.Nc.4146

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H.N.Smith. " Sergt.2/0 3491. 26/6/57. di la





Yours

faithfully,

same. the

Department

Before proceeding with would appreciate your ad

ith the advice

application regarding

File 01

presently

being

A report obtained.

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organisation

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herewith.

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3622

3rd June, 1957.

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The Under S Department BRISBANE.

Secretary, of Health &

Home

Affairs,

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Dear Sir,

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"The

<u>Charitable</u>

Collections

Act

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1952"

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copy n 1s

of

This Department has received a application from an association called 'The Or the Eastern Star Aged Member's Home' seeking registration under the abovementioned Act. A the constitution forwarded with the application

RTI 191053

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ORDER OF THE MASTERN STAR AGED MEMBERS HOME.

3882

26th August

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3622.

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Chapter the District followijg representing the Subject the the Supreme to the rules Grand Chapter governing Constitution and Laws of the Committee appointed of Scotland, Ċ South Order Br isbane of the by South Bastern District Brisbane Star, Grand

300 200

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- NAME. Grand Chapter to raise The name of the funds for the pr op osed Home.
- ب င် စိ
- organisation shall Order of the Eastern Home
- star, for Aged
- ₽ OBJECTS. The maintenance The о F objects of Home i ₽or оf Aged. the oharity shall be đ raise funds for the erection and
- ся С
- MEMBERSHIP. Membership. Members o F 0.E.S. interested H. the Proposed Home shall စ်ဝ eligible for
- 4 MANAGEMENT. The Manag The Management and eight of the he Charity other memb members sha ll ll be with vested power t ď jn 0 n a C add Committee consisting
- сл the and decided OFFICE Committee shall BEARERS at t consist the until the Annual General The of office-bearers President, next Annual General Meeting. Secretary shall be Any and nd Treasurer Meeting office be coming **b**he and Annua1 such ot Vacant others General may g 0 0 0 s shall filled Meeting уď ъ
- റ്റ F INANC IAL YEAR. Thefinancial year shall conclude g 30th April of each year.
- ~ ANNUAL GENERAL MEETING. presented The year, Annua 1 when General Meeting of n the Annual Report Members shal and Balance shall Sheet Ъe held during shall ğ
- 8 QUOROM. A At the Annual 9 Meeting five Meeting General Meeting members ထ quorum shall be Twelve Members and at ģ
- 9 NOTICT OF ME to convene a the Secretary s shall give at order a11 members. that φ General t least s seven ° r Special days clear Meeting notice of may g properly the inter intention
- 10. FUNDS. The ORDER OF THY Secretary The and Treasurer authorised to EASTERN STAR, funds of the organisation Home for Aged, with to operate t sha 11 Ъe thereon. any two banked of H the the name of th President, of, the charity,
- ۲ ۴ ACC OUNTS. Meeting. The accounts shall be presented and passed for payment 00 C† ß Committee
- 12. AUDIT. They s twelve AUDIT. The Auditor or Auditors They shall examine all accounts, thereon at the Annual Meetings. months. shall be shall be elected at the Annual vouchers, receipts, books etc Audits shall be conducted at 1 nual General Meeting. eto and furnish a report at regular intervals of
- ц С 0 de le assets and funds DISSOLUTION, than seven p present present at 0 4 such at a a Special Meeting persons, registered General Mee The go charity hand may after o**r** Meeting ty shall be dissolved upon the vote of a t 0 F exempted may convened decide. payment charity 40 nt of all three-fourths majority of the or H. all expenses charities as the such question event 8 8 of the membership being and ø I liabilities, be majority Upon dissolution members ъ с members handed less
- 14. AMENDMENT Meeting co convened OF RULES. the These purpose rules тау ge amended а 1 ø General Meeting 0 F Special

the District Grand Chapter to raise Chapter following shall r representing the Subject to the the the rules Supreme funds Grand Chapter Constitution and Laws governing for the proposed the Committee appointed by of Scotland, Order of South Brisbane Home. of the Eastern South Brisbane District star, Grand

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- با NAME. The name of the organisation shall be Order of the Eastern Star, Home for Aged.
- N OBJECTS. The maintenance The objects of Home i of the oharity shall ဗီဇ c† 0 raise funds for the erection and
- оf for Aged.
- \$ 0 MEMBERSHIP. Membership. Members 0 ₽5 0.5.5. interested din 1 the Proposed Home shall ဗ္ဂဓ eligible for
- ₽ MANAGEMENT. The Management of the office-bearers and eight of the Charity sight other memi members shall ll be with power to a n abba O a C Committee consisting
- ອາ the and OFFICE BEARERS. decided at Committee until the next shall donsist the Annual The g, office-bearers shall be President, General Meeting. Annual General ers shall be elected at . Secretary and Treasurer Any office becoming vacant may ЭщĜ and Annual General Meeting d such others as shall しんふくや 9q Arece s filled by e,
- ი FINANCIAL YEAR The financial year shall conclude Meeting Weer un Cherry ğ 30th April of each for 3 years year
- ~ ANNUAL GENERAL MEETING. the month of July in ea presented. in each year, The Annual General Meeting of 1 year, when the Annual Report Members shal and Balance shall be Sheet held during shall ğ
- 8 QUOROM. A At the Annual e Meeting five General Meeting members. ø quorum shall be Twelve Members and at œ

File 01

- 9 CONVERS đ OFICT OF MEETING. In view give at deneral t least s seven 0r Special pecial Meeting may days clear notice Meting . ဝင် ကို properly the inter intention
- ឹ FUNDS. The ORDER OF THY Secretary and Treasurer authorised to EASTERN STAR, fund s of the organisation shall be banked , Home for Aged, with any two uthorised to operate thereon. o f the name of ti President the charity,
- 11, ACCOUNTS. Meeting. The accounts shall be presented and passed for payment at ø Committee
- 12. AUDIT. They s twelve They shall examine all accounts thereon at the Annual Meetings. months The Auditor or Auditors accounts, shall vouchers, receipts, books Audits shall be conducted be elected at the Annual General Meeting. at regular etc and furnish a report interval s of,
- 13. DISSOLUTION. than seven pe present at over to assets and funds present at such ę φ persons, or upon the vote of a three-fourths majority of the members a Special Meeting convened to consider such question. Upon dissolut funds on hand may after payment of all expenses and liabilities, be h registered or exempted charity or charities as a majority of the m The General mds on hand may after payment registered or exempted charit charity shall be as, or upon the ve Meeting may be dissolved vote of a th decide. in the event of the membership majority dissolution be ing be handed members less
- 14. AMENDMENT Meeting co INT OF RULES. the These rules esodind may ğ amended а т ø General Meeting 2 Special

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RTI 191053

RECONCILIATION **O** ACCUMULATED FUNDS.

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stated for the preceding financial year, and the difference is not explained by the surplus or deficiency from the Income and Expenditure Account, an explanatory statement in the following form should be furnished. Where the amount of Accumulated Funds appearing in the Balance-sheet differs from the amount

Deduct.	Z	Add.		Deduct.	Add.	
Deduct. Capital adjustments (if any) (Detail in space below.)		Capital adjustments (if any)		or, Excess expenditure for the year ended	Excess income for year ended	Balance as per previous Balance-sheet
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(Detail Capital adjustments hereunder.)

Balance as per Balance-sheet over page

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File 01

Govt. Printer, Brisbane.(%)

RECONCILIATION OF ACCUMULATED FUNDS.

from the furnished. stated for the preceding financial year, and the difference is not explained by the surplus or deficiency from the Income and Expenditure Account, an explanatory statement in the following form should be Where the amount of Accumulated Funds appearing in the Balance-sheet differs from the amount

	_	Deduct.	Add.		Deduct.	Add.	<u>,</u>	
	Balance as per Balance-sheet over page	Deduct. Capital adjustments (if any) (Detail in space below.)	Capital adjustments (It any) (Detail in space below.)		or, Excess expenditure for the year ended	Excess income for year ended	Balance as per previous Balance-sheet	
	•	:	•		•	:	:	
• •	:	•	•		:	•	:	
	:	•	:	4.	:	:	•	
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(Detail Capital adjustments hereunder.)

See Income hereto anne hereto annexed respectively. 80 Expenditure and marked Account 1 with th the and d Balance Sheet letters "A" and ۳Bu

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Brisbane.(%)

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conciliation	4
of accumulated	V
For reconciliation of accumulated funds See Over	Pushi 1

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Date...

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A.A.S.A Auditors.

Dito & A		Account and B	Order of the Bastern Star, and hereby certify that the above Income and Expenditure
SH Q		alance-sheet a	le Eastern
10/1		re in accordance	
har	A no	ce therewith a	
		ind are corr	certify that
Ā	stin	ect.	the above
AL	A.A.S.A		Income an
~	Mustin A.A.SA) Auditors		d Expenditure

AUDIT CERTIFICATE.--1/We have examined the books, vouchers, and documents of the ø

			ħ	:	:	:	Total						£			:	Total	
			:	:	:	due	ccrued	Income accrued due						9	(SEE BACK HEREOF	BACK	(SEE	
				:	•	ι. N	xpense	Prepaid Expenses	p									
			•	:	:	ttings	"A" and Fi	'Ked "A" Furniture and Fittings		<u>D</u>	<u></u>	(Excess of Assets in the Assets of Assets in the Assets of Assets	Assets	; of	(Exce	Funds lies)	Accumulated Funds over Liabilities)	∂
			: ` :	leret	: et:	, ne		Land and Buildings	_ @	, <u>1</u>		As per audited	A	. by	secured	nces (Loans or Advances (secured by Special Funds	So:
	1			es.	acuriti	 S bre	spunds	Invested Funds and Securities		1 1 1			. :	:	:	:	Mortgage	Mo
	11		•				ebtors	Sundry Debtors					•	:		ises	Accrued Expenses	Ac
			ficate	<u>ed)</u>	er Ban attach	ation	Bank concilii	Cash at Bank (<u>as per Bank certificate</u> and Reconciliation attached)	 ວ				tificate	ed) K Cer	oer Ban attach	iation	Bank Overdraft (as per Bank Certificate and Reconciliation attached)	Bar
			:			• مراجع	and .	Cash on hand	0				•	:	:	vi	Sundry Creditors	Sur
ġ		8				ASSETS	~			.a		ţţ			ITIES.	LIABILITIES	F	
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BALANCE-SHEET S A 30th April +19 **61**,

File 01

Balance (excess of Income over Ex- penditure)	Special and Capital Expenditure	Other (give details)	Expenditure in further- ance of objects Salaries and wages (non-adminisţrative) ",			Printing and Stationery	Advertising	To Administrative Charges— Salaries and Wages (administrative)	Dr.
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lance (excess of Expenditure over Income)	Income and Exper	Other Income	Donations Government Aid or Subsidies Municipal Aid or Subsidies Members' Subscrip- tions Patients' Frees or Con-	Art Unions (gross) Less direct expenses	Appeals (gross)	tions, etc. (gross) Less direct expenses	v	Collections (gross)	
(excess diture	e and Expenditur ed marked "A",	tributions	Aid Aid	rt Unions (gross)	ss direct expenses	ss direct expenses	ss direct expenses tertainments, Func-		INCOMI
(excess diture	en	tributions . ther Income	Aid Aid	rt Unions (gross)	ss direct expenses	ss direct expenses	ss direct expenses tertainments, Func-	(gross)	INCOME.
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(excess of diture over	e and Expenditure	tributions	Aid Aid	rt Unions (gross)	ss direct expenses	ss direct expenses	ss direct expenses tertainments, Func-	(gross) E	INCOME.
(excess of diture over	e and Expenditure	tributions	Aid Aid	rt Unions (gross)	ss direct expenses	ss direct expenses	ss direct expenses tertainments, Func-	(gross) E s. d.	INCOME.

RTI 191053

(Charity)

Ref. No... Form C10.

INCOME AND EXPENDITURE ACCOUNT FOR YEAR ENDED _____ 30th April ___ 1964____

THE EASTERN STAR - HOME FOR THE AGED

THE CHARITABLE

COLLECTIONS ACT OF 1952.

ORDER OF

N.	Mar	tang Bar
	. 1964	% :
		100 AND 100 AN

Date.

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ORDER AUPITHEERISTERIATSTAKE have examined the books, vouchers, Home for the Aged. and hereby certify that the above Account and Balance-sheet are in accordance therewith and are correct. Income and documents of the and Expenditure

RTI 191053

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		U.	Toth JUSTICE DEPT CLU.				Total £
			Income accrued due	<u>.</u>			(SEE BACK HEREOF)
1			Prepaid Explanses 2:- JUN 1965				
		ý.	Furniture and Fittings				over Liabilities)
		Act 1	Plant I whe Chamable Collections Act				Special Funds
	-		Land and Buildings	nexe	0 - 2 1	leret	As per Balance Sheet hereto
	-		Invested Funds and Securities .			-	Mortgage
			Sundry Debtors		+		Accrued Expenses
			and Reconciliation attached)		_		and Reconciliation attached)
			Cash on hand				Sundry Creditors
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1		•	TEN APTIL, , 1907.	د	D D		BALANCE-SMEEL AS AL. JUTN APTLL,

1		Balance (excess of Income over Ex- penditure)	Special and Capital Expenditure	As per Income	Other (give details)			Expenditure in further- ance of objects					Postages	Printing and Stationery	Advertising	Charges— Salaries and Wages (administrative)	To Administrative
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4 > 3				Expenditure													ł۳
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-		Balance (excess of Expenditure over Income)		Accounts attached	Other Income	<u> </u>	Subsidies Members' Subscrip- tions	Government Aid or Subsidies	expenses	Art Unions (gross)	Less direct expenses	Appeals (gross)	Less direct expenses	Entertainments, Func- tions, etc. (gross)	Less direct expenses	By Collections (gross)	
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OME AND EXPENDITURE ACCOUNT FOR YEAR ENDED 30th April 1965

INCOME.

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EXPENDITURE

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ORDER OF THE EASTERN STAR - Home for the Aged COLLECTIONS ACT OF 1952. Charity)

Ref. No.... Form C 10

THE CHARITABLE

Govt. Printer, Brisbane.(%)

RECONCILIATION **O**F ACCUMULATED FUNDS.

Where the amount of Accumulated Funds appearing in the Balance-sheet differs from the amount stated for the preceding financial year, and the difference is not explained by the surplus or deficiency from the Income and Expenditure Account, an explanatory statement in the following form should be furnished.

	Deduct.	Add.		Deduct.	Add.	
Balance as per Balance-sheet over page	Capital adjustments (if any) (Detail in space below.)	Capital adjustments (if any) (Detail in space below.)		or, Excess expenditure for the year ended	Excess income for year ended	Balance as per previous Balance-sheet
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Form C 10

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Ref. No.	F 1952.	H	AS ÅC		COLLEC	FABLE	THE CHARITABLE COLLECTIONS ACT (Π Η Η

	INCOME.	z				EXPENDITURE.	Dr.
prí1 19	30th 4	ENDED	YEAR	FOR	ACCOUNT	INCOME AND EXPENDITURE ACCOUNT FOR YEAR ENDED 30th April 19	INCOME AND
(Charity)	_	AGED	OR THE	H EMC	STAR - HO	ORDER OF THE EASTERN STAR - HOME FOR THE AGED (Charity)	ORDER O
		$\left(\begin{array}{c} - \\ - \\ - \\ - \\ - \\ - \\ - \\ - \\ - \\ - $					

E s. d. By Collections () Less direct expens Entertainments, ltions, etc. () Less direct expens Appeals () gross Less direct expens Art Unions () gross Less direct expens Donations Municipal Aitons Subsidies Patients' Fees or tributions Tributions Other Income Other Income Patients' Fees or tributions Mariesto and Expe Annlexed and Expe	INCOM INCOM Less direct expenses Entertainments, Functions, etc. (gross) Less direct expenses Appeals (gross) Less direct expenses . Appeals (gross) . Less direct expenses . Appeals (gross) . Less direct expenses . Donations Subsidies Members' Subscriptions Tributions	d. £ Signame Signam Signam Signame Sign	PEAR ENDED 30th April INCOME. INCOME. INCOME. Incertainments, Func- tions, etc. (gross) ess direct expenses	INCOME. INCOME. Collections (gross) Less direct expenses . Entertainments, Func- tions, etc. (gross) Less direct expenses . Appeals (gross) Less direct expenses . Manicipations . . Subsidies . . Municipations . . Patients' Fees or Con- tions . . Patients' Fees or Con- tioutions . . . Patients' Fees or Con- tioutions . .	INCOME. INCOME. Collections (gross) E s. d. E s. d. ess direct expenses Income Income Income Income Income Income ess direct expenses Income Incom
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File 01

AUDIT CERTIFICATE.—I/We have examined the books, vouchers, and documents of the Outer of the Account and Balance-sheet are in accordance therewith and are correct.	Total £	(SEE BACK HEREOF)	Special Funds	Mortgage	Accrued Expenses	Sundry Creditors	As per Audited Balance Sheet hereto annexed and marked "B".	DALANCE-DREEL AD AL JULIL ADTLL, 17 00.
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nined the books, vouche ereby certify that the abc with and are correct.	Total	Prepaid Expenses	Plant	Invested Funds and Securities Land and Buildings	Sundry Debtors	Cash on hand	ASSETS.	ven Apr11,
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RTI 191053

Auditors.

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Date

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(if any) ... space below.) (Detail Capital adjustments hereunder. ٠ . th ۲ħ m μ th

Capital adjustments (Detail in

stated for the preceding financial year, and the difference is not explained by the surplus or

ear, and the difference is not explained by the surplus or deficiency Account, an explanatory statement in the following form should be

Where the amount of Accumulated Funds appearing in the Balance-sheet differs from the amount

furnished.

Deduct.

or, Excess expenditure for the year ended

Add.

Add.

Excess income for year ended

Balance as per previous Balance-sheet

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from the Income and Expenditure

RECONCILIATION

OF

ACCUMULATED FUNDS.

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Capital adjustments (Detail in (if any) . n space below.)

Balance as per Balance-sheet over page

Deduct.

	Name,		Name.	Name.	
SIGN	Address.	PARTICULARS RELATING			
SIGNATURE (Secretary)	Salary.	TING TO COLLECTORS.	TRUSTEES. Address.	Address.	
2. June	Commission (percentage).	Ś		ress.	
	Expenses Allowed.				

NAMES AND ADDRESSES OF THE MANAGEMENT COMMITTEE

MANAGEMENT ЗHГ NAMES AND ADDRESSES OF

 	Ś			
Do not include office-bearers already furnished over page.	Address.			
Do not includ	Name.			
	RT	I 191053		

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	Name.					_	
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COLLECTORS 0 RELATING PARTICULARS

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	Date 252 / lenn, 1967
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the books, vouchers, Mart 1967	AUDIT CERTIFICATEI/We have examined
	Total \$
Prepaid Expenses	(SEE BACK HEREOF)
Furniture and Fittings	(Excess of Assets
Land and Buildings	cured by) audited Balance Sheet
Sundry Debtors	
Cash on hand Cash at Bank (as per Bank certificate and Reconciliation attached)	Sundry Creditors Bank Overdraft (as per Bank Certificate and Reconciliation attached)
ASSETS. \$ c	LIABILITIES.
30th April ,1967 .	BALANCE-SHEET AS AT
Income) \$	s
Balance (excess of	Balance (excess of Income over Ex-
	Capital
5	As per Audited Income and Expend
	Other (give details) *
Parients' Fees or Con- tributions	-
Subsidies	Salaries and wages (non-administrative)
Government Aid or	Expenditure in further-
Art Unions (gross) .	
Appeals (gross)	
Less direct expenses .	Postages
Entertainments, Func- tions, etc. (gross)	l Statione
B	
	Charges Salaries and Wages (administrative)
c \$	• Administrative \$ c \$ c
INCOME. Cr.	EXPENDITURE.
ENDED 30th Apri	WE AND EXPENDITURE ACCOUNT
AGED.	TERN STAR
COLLECTIONS ACT OF 1957 Ref No.	THE CHARITABLE COL

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RTI 191053

(For reconciliation of accumulated funds See Over)

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File 01

128

Attorney-General

RTI 191053

and

Minister for Justice

lesser f. Deloimethe

Dated а ст Brisbane, this Eighth day of March, 1967. charity within the meaning of "The Collections Act of 1966". pursuance of "The Charitable Collections Act of 1952", which is registered in the Register of Charities kept ц. ц. С യ

determine that pursuance Justice and Attorney-General for the State of Queensland, о Ӊ section 19 of "The Collections Act of 1966", hereby Ţ, 0f PETER ROYLANCE DELAMOTHE the provisions of paragraph (b) ORDER OF THE EASTERN STAR, HOME FOR AGED , the Winister for of sub-section in

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THT COLLECTIONS ACT OF 1966"

> No. 3622

131

File 01

REGISTRATION SENT: SANCTION SENT:	TO BE REGISTERED: TO BE SANCTIONED:	DATE OF DETERMINATION:	DETERMINATION:	CONSTITUTION RECEIVED:	REMAINDER SENT:	CIRCULAR DATED 12/12/66 SENT:	
		24 FEB 1967	CHARITY C OMMUNITY PURPOSE OTHER PURPOSE S	9.1.67		16. 12. 6k	
				Ì	ed .	Initials	

"THE COLLECTIONS ACT OF 1966"

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		AMENDED FO	
Collec	tions Act Form	20 Na Q	Queensland Government
Annual return fo	or charity or sanction	Prinnersenanditeten Tählittäägäd (5 penällessande). On talkittäätäädettä (7 minersen aris saassinn	
<i>Collections Act 1966</i> This form is effective f	-		ABN: 13 846 673 994
JIMBOOMBA AND DIS THE SECRETARY 5 SALES ST JIMBOOMBA QLD 428	TRICT HALL COMMITTEE INC	3854130	
		Organisation Number: Financial Year End Date:	CP1867 (IA00987) 30 April 2018
JIMBOOMBA AND	DISTRICT HALL COMM	ITTEE INC	
Office Use Only Date Received	You can either lodge online complete and return this fo	on the OFT website at <u>www.qld.</u> rm.	gov.au/fairtrading or
	Attach extra sheets if there is	is form hen you fill out this form. All dates sl s not enough space. If you need hel air Trading (OFT) on 13 QGOV (13	p completing this form,
Lodgement Details LU Number 3555456 No fee is payable	required by the Collections Act 1 return. Your personal information public upon payment of a prescri are available for inspection by the information on this form can be co	ts information, including personal inform 966 and Collections Regulation 2008 to a will be placed on a register which may ibed fee. Any documents required by the e public upon payment of a prescribed f lisclosed without your consent where au 1989 information may also be shared on acies.	process your annual be inspected by the e Office of Fair Trading ee. Additionally, ithorised or required by
Part 1 - Organis	sation Details		
New postal address	New Address		
Complete only if address details have changed.	Suburb	State Pe	ostcode
Office bearers Details of all persons having control of the organisation must be	Position held: Presider		Director
provided.	Full name Address		
A post office box address is not acceptable.	Suburb	State P	ostcode
	Position held: Presider	nt Secretary Treasurer	Director
	Full name		
	Address	State P	ostcode
	Suburb Position held: Presider Trustee		
	Full name		
	Address		
	Suburb	State P	ostcode
	Collections Act 1966 Section	on 32 Form 20 V.9 July 2016	Page 1 of 3

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Chapter the foll District following shall be the rules Grand Chapter to raise Subject to the s governing the funds for the Grand Chapter of Scotianu, uni-Constitution and Laws of South Brisbane of the by South Brisbane Eastern Star, District Grand

- The name pr op osed Home.
- j...i NAME. of the organisation shall be Order of the
- Hastern Star, Home for Aged.
- \tilde{v} OBJECTS. The maintenance The 0 F3 objects Home for Aged. of the oharity shall be to raise funds for the erection and
- 53 MEMBERSHIP. Membership. Members o Fy O.E.S. interested in the Proposed Home shall ဝီဝ eligible for
- \$ MANAGEMENT. The Management of the office-bearers and eight of the other Char ity members with power shall 0 0 vested 40 in a add. Committee consisting
- сл decided at the Committ OFFICE BEARERS. The and shall consist of Committee consist of President, Secrets the Annual General Meeting. until the office-bearers shall next Annual ers shall be elected at t Secretary and Treasurer seting. Any office becor General Meeting. be coming the Annual General Meeting and vacant may be such others as s shall filled ðy ę
- ဂ္ခ FINANCIAL YEAR The financial year shall conclude on 30th April of each year.
- ~ ANNUAL GENERAL MEETING. the month of July in ea presented. each The Annual General Meeting of vear. when the Annual Report Members shal and Balance shall Sheet be held shall during မီစ
- 8 QUOROM. A At the Annual Meeting five members. General Meeting യ quorum shall be Twelve Members and at ŝ

File 01

- 9 NOTICE OF ME ст с convene MEETING. in oroca the Secretary shall give at "meeting to all members. General or least seven days Special Meeting olear notice may ၀ ဗီ ကိ properly the inter intent ion
- 10. FUNDS. The ORDER OF THY Secretary The The funds of the organisation shall [HT HASTERN STAR, Home for Aged, wi and Treasurer authorised to operat Aged, with any two to operate thereon. be banked of f the the name of th President of the charity,
- 11, ACCOUNTS. Meeting. The accounts shall be presented and passed for payment at ço Committee
- 12. AUDIT. They sl AUDIT. The Auditor or Auditors They shall examine all accounts, thereon at the Annual Meetings. twelve months. The Auditor shall be elected at the Annual General Meeting. , vouchers, receipts, books etc and furnish a re Audits shall be conducted at regular intervals regular furnish **a** report lar intervals of
- 13. OVER than seven p present assets and present с а Т ත උ such **funds** Q ĝ . The charity shall be dissolved in the event of the membership being persons, or upon the vote of a three-fourths majority of the members a Special Meeting convened to consider such question. Upon dissoluti General registered on hand may after payment of a stered or exempted charity or Meeting may decide. of all ll expenses and liabilities, be obsribles as a majority of the Upon dissolution be handed members ы С ŝ
- 14. AMENDMENT OF RULES. Meeting convened for the purpose. These rules may be amended at ço General Meeting 0ľ, Selling and Special

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RTI 191053

PETER R. DELAMOTHE

1 - OCT 1967

ORDER Ĩ 17.2.2.4 1.1.2.1.1 1.1.2.1.1 EASTINI STAR, HOME MOR QIEDV

Cent. 120 388

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File 01

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(For
reconciliation
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accumulated
funds
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e Over)

Date.... √§ ∲61

<u> </u>	Auditors

Order of the bastern star and hereby certify that the above Account and Balance-sheet are in accordance therewith and are correct. and hereby certify that the above therewith and are correct. Income and Expenditure and documents ç aut

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	(SEE BACK HEREOF) Total	Advances (unds ited Funds iabilities)	Accrued Expenses Mortgage	LIADILITIES. As per copy of Balls Sundry Creditors	BA	Printing and Stationery Postages Salaries and wages (non-administrative) Other (give details) Special and Capital Expenditure— Balance (excess of Income over Ex- penditure) .	To Administrative Charges— Salaries and Wages (administrative)	Dr. EXI
	. EREOF)	secured by)		y of Balance 	BALANCE-SHEET	s	¢	EXPENDITURE.
				ce Sheet at	T AS AT	Lached Carl	69 0	•
	Income accrued due Total	Land and Buildings	Invested Funds and Securities .	tached he Cash on hand Cash at Bank and Reconci	ASSETS.	tions, etc. (gross) Less direct expenses Appeals (gross) Less direct expenses Art Unions (gross) Government Aid or Subsidies Municipal Aid or Subsidies Patients' Fees or Con- tributions Other Income- Other Income- Balance (excess of Expenditure over Income)	By Collections (gross) Less direct expenses .	
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File 01

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INCOME AND EXPENDITURE ACCOUNT FOR

Order of the

Eastern Star-

THE CHARITABLE COLLECTIONS ACT OF 1952.

Home for the Aged

YEAR

ENDED

30th April, 1968

(Charity)

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COLLECT OXS

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Form C

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Ref. No. Ch • 388

File 01

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RTI 191053

Date.

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(For reconciliation of accumulated funds See Over)

148

RECONCILIATION OF ACCUMULATED FUNDS.

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stated for the preceding financial year, and the difference is not explained by the surplus or deficiency from the Income and Expenditure Account, an explanatory statement in the following form should be furnished. Where the amount of Accumulated Funds appearing in the Balance-sheet differs from the amount

	Deduct.	Add.	Deduct.	Add.	
Balance as per Balance-sheet over page	Capital adjustments (if any) (Detail in space below.)	Capital adjustments (if any) (Detail in space below.)	or, Deduct. Excess expenditure for the year ended	Excess income for year ended	Balance as per previous Balance-sheet
•	:	:	:	•	:
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(Detail Capital adjustments hereunder.)

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AUDIT C Order of the Baa Account and Bala	LIABILITIES. Sundry Creditors	Salarice Salarice Specia Bala Ir P	Dr. ORE A Dr. To Administrativ Charges— Salaries and Charges— Salaries and Advertising Printing and Postages
AUDIT CERTIFICATE	LITIES. * c ASSETS.	areto	THE COLLECTIONS ACT OF 1966 MAN MAN MAN HOME FOR THE AGED Ref. No. 100 Man Man Man Man Man Man Mar 19 Man Man Man Mar 10 Mar 19/19 Man Man Mar 10 Mar 10 Mar 19/19 Man Man Mar 10 Mar 10 Mar 19/19 Mar 10 Mar 10 Mar 10 Mar 10 Mar 19/19 Mar 10 Mar 10 Mar 10 Mar 10 Mar 19/19 Mar 10 Mar 10 Mar 10 Mar 10 Mar 19/19 Mar 10 Mar 10 Mar 10 Mar 10 Mar 19/19 Mar 10 Mar 10 Mar 10 Mar 10 Mar 10 Mar 19/19 Mar 10 Mar
ମ୍ମି କୁ ା RTI 191053		File 01	161

(Form No.

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(Fo; reconciliation ç accum ulated funds See Over)

Northeast and a state of the st

(For reconciliation of accumulated funds See Over)

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Date.

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Auditor.

AUDIT CERTIFICATE.—I have examined the books, vouchers, and documents of the **Order of the Bastern** Start and for the books that the above Income and Account and Balance-sheet are in accordance therewith and are correct. Income and Expenditure

	otal	-		Total\$
	Income accrued due			(SEE BACK HEREOF)
	Prepaid Expenses			
and marked	With thevletter "B"	alanc	Asper Balance	Special Funds
	Invested Funds and Securities	1 1	· ·	Mortgage
	Sundry Debtors			Accrued Expenses
	Cash on hand Cash at Bank (as per Bank certificate and Reconciliation attached)			Sundry Creditors Bank Overdraft (as per Bank Certificate and Reconciliation attached)
	ASSETS.	n	¢A	LIABILITIES.

BALANCE-SHEET AS 30th. April ..,1971 n

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To Administrative Charges— Salaries and Wages (administrative) .		ن م م	By Collections (gross)		•	\$	• •	
Advertising			Entertainments, Func- tions, etc. (gross)					
Postages			Less direct expenses					
			Appeals (gross)					
			Less direct expenses					
	-		Art Unions (gross)					
			Less direct expenses					
Expenditure in further- ance of objects- Salaries and wages (non-administrative)			Government Aid or Subsidies Municipal Aid or					
F .			Members' Subscrip- tions				ł	
	As	s per Income	മം	ITe Acco		hereto	annexed	eđ
Other (give details)		and marked	withethemletter	. nAn		-		
Special and Capital Expenditure			4					e 01
								File
Balance (excess of Income over Ex- penditure)			Balance (excess of Expenditure over Income)					
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Ref. No. CAL JAS

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COLLECTIONS

ACT

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1966

(Form No. 9)

·	With Whom Invested	
	ted Date of Maturity	DETAILS OF
- - - -	of Rate	DETAILS OF INVESTMENTS
	Amount	

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File 01

DETAILS OF CAPITAL ADJUSTMENTS

Deduct.	Add.	Deduct.	Add.	
Deduct. Capital adjustments (if any) (Detail in space below.) Balance as per Balance-sheet over page	Capital adjustments (if any) (Detail in space below.)	or, Excess expenditure for the year ended	Excess income for year ended	Balance as per previous Balance-sheet
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Where the amount of Accumulated Funds appearing in the Balance-sheet differs from the amount stated for the preceding financial year, and the difference is not explained by the surplus or deficiency from the Income and Expenditure Account, an explanatory statement in the following form should be furnished.

RECONCILIATION OF ACCUMULATED FUNDS.

163

(If	SIGNATURE
(If person submitting return is not Secretary, please state office.)	(Secretary)
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is not Secre	
stary, please	S
state office	E. James
a.)	

Name.
Address.
 Salary.
Commission (percentage).
Expenses Allowed.

PARTICULARS
RELATING
б
COLLECTORS.

	· •	Name.	
· · · · · · · · · · · · · · · · · · ·	· · ·	TRUSTEES.	
		Address.	
	File 01	÷	

Name. Address. 4.

Do not include office-bearers already furnished.

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NAMES AND ADDRESSES OF THE GOVERNING BODY

V. 9. 1914 л^{ар}. . $\frac{1}{2} = \left(\begin{array}{c} \omega_{1} \\ \cdots \\ \end{array} \right)$.Seconded by Moved by M 1

Eastern fourteenth the цо 1974. Year of the Order of the E nall in the future close of the towns, commencing with the four y, 1973 to June 30th 1974. l Year shall une each year, period 1st May, Financial the Aged s June the for Home f 30th J month That

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September ц Ц held be General Meeting shall om September, 1974. from Annual സ സ year the That each

ч copy correct and true 14 3 ***** ൽ N: ა ო be . above · . . . on. the passed that resolution certify We ൽ

Fresident 4 1445

Secretary sJ

RTI 191053

NAMES AND ADDRESSES OF THE GOVERNING BODY

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91053 File 01	ידם	Name.			Address.		
Nome. Address Address REATING TO COLLECTORS.	101						
Num. Num. Addres. Addres. Particulars RelATING TO COLLECTORS.	1052						
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Expenses Allowed.		
Commission (percentage).		
Salary.		
Address.	d.	
Name.	178	8

Hom Rocarde burrense 13 More Dolie (Secretary) SIGNATURE

(If person submitting return is not Secretary, please state office.)

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NAME

Aged) HOME The name FOR and of 1 hereinafter the AGED organisation (more re commonly referred to shall ő known ลร р Ф "The THEas Home the ORDER O.E.S $O_{\rm F}$ THE Home EASTERN ome for t the STAR 184

OBJECTS

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- (a) The Aged objects Ladies Сf The Home will be to provide for the care and accommodation 0f
- 9 The Home shall be Queensland Justice Department. registered as such conducted as under the Charitable a charitable Able organisation Collections Act v with and the 8
- <u>0</u> shall prevent the payment Management Committee. to any person otherwise shal The Home will and 8 8 no distribution whether made carried on provided however that for work for performed by order the purpose of gain or in money, pr that nothing property ß herein the profit Q contained

POWERS

- 3. The powers of The Home are:-
- 3 connection with, any opin case the Home shall g F subject ğ personal, and any acquire such manner as purchase, the any purpose of, or lands, take trusts on lease or is allowed by law rights or privileges which may be requisite f, or capable of being conveniently used in any of the objects of The Home PROVIDED that buildings, easements or of the objects of The Home PROVIDED that take or hold any property which may be the Home shall only deal with the same in exchange, hire and otherwise having regard property, PROVIDED that 6 such real and trusts;
- ີ່ privileges desirable t 5 with any obtain objects that enter are s and the exercise of the powers of The Home; from any such Government or Authority any ri such incidental or conducive to into any arrangements with any Government s and concessions which The Home may to obtain; and to carry out, exerci arrangements, to carry out, exercise and comply 3, rights, privileges and concessions; the attainment of the think rights, н. († g
- (3) To appoint, employ, remove or suspend su secretaries, servants, workmen and other necessary or convenient for the purposes To appoint, remove or suspend such managers, clerks purposes of The F Home; S S may 8
- (4) or otherwise 5 ц Бе association or securities incorporated placing of ar urities of the remunerate of any unsecured notes, debentures or other f the incorporated association, or in or about association or promotion of the incorporated to be rendered, and whether any person or body corporate for services ĥ placing or assisting the furtherance Pf. debentures or its objects; to place or the incorporated by way of brokerage guaranteeing the
- <u>წ</u> To construct, out, subsidise or R g carrying out, improvement, maintenance, advance conventences alter or The otherwise assist and take alteration control improve, Home's which may interests, any house, maintain, P development, house, buildings, grounds, works seem calculated directly or indi control and to develop, thereof; part working, contribute work, manage, Ë Бe management ģ construction, indirectly carry

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(11) In furth improve, ß account furthcrance manage 0 r otherwise 0f develop, exchange nerwise deal with the objects 0f the a 1 • lease, ll or a Home any dispose ny part c Ъ, 0 of sell the tur ы

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File 01

ເ the Eastern Star classed a member of exercise all thr Αny person who 21 in the State of Queensland shall be of The Home and be entitled to giths and privileges of membership. ρ financial member of the Order 8 ę,

MEMBERSHIP OF MANAGEMENT COMMITTEE

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time a11 members ĥ than one Secretary, Treasurer, ۵ P, (Ξ) 8 President, whom The Management Committee of The Home as the members of The Home at any general meeting may time elect or appoint. A member is eligible to hold office ent, a Senior Vice-President, a Junior Vice-President, Treasurer, the Trustees and Public Relations Officer, shall be members of The Home, and such number of othe Home, and such number shall consist hold more Рf, other from

ß nomination for re-election. officer, the Management Committee for the licer, shall retire from office, <u>2</u> At the annual general meeting of The Home, all the mem for the time being other than a p ffice, but shall be eligible upon than a paid the members

Committee shall take place (<u></u> The election of officers and other members of H the following manner: Т the Management

- (a) Any two members of member nominate of the Mana the Management Committee; The Home to serve as shall be at liberty to an officer or other
- <u>b</u> The place; annual with the secretary the e nomination, witch. We member and his proposer a proposer and his proposer a proposer and his proposer a general meeting at er and seconder, shal; l be lod st fourteen days before the which the election is to take 8 in writing and signed be lodged ğ
- <u>@</u> in a conspicuous place in the office or meeting of The Home for at least seven of with ⊳ preceding list the proposers' and seconders' ę the the candidates' annual general meeting. names in alphabetical least seven days immediately names, shall be usual place order : posted of
- ධ member present at the entitled to vote for Balloting lists shall be entitled to vote for any number of such exceeding the number of vacancies; the names Р, the candidates hall be prepared (if necessivandidates in alphabetical of the annual general meeting necessary) containing candidates order, ng shall and each not 8
- (e) Should, at the commencement may be insufficient taken number of candidates nominated from the floor of the meeting. candidates nominated, ę, such meeting, nominations there by an

date ship of the Management Committee at any time by giving notice in writing to the secretary but such resignation shall take effect at the time such notice is received by the secretary unless a later d ß fully present j by the vote of <u>م</u> The specified in the notice when it shall take (te or such member may be removed from office Any member of the Management Home where that member shall be given the opportunity to present his case. The question of removal shall be determined at the statement of the the members present at Committee may resign from member the secretary unless a later d shall take effect on that later such a general meeting. at a general meeting determined date

VACANCIES ON MANAGEMENT COMMITTEE

appoint any Management ?. 3 The Management any / member of The Home to fill any Committee until the next annual Committee shall have e power at 7 casual va . general n vacancy on meeting. any time the ġ

Committee, the but Ŗ Ē notwithstand any casual vacancy in the Management that number or of and so long as pursuant <u>ເ</u> for The continuing members of the Management Committee may no other the ዩ the continuing member these Rules as purpose summoning a general meeting of the Home, number of their number members the necessary quorum of the Management s. S or members may act reduced below the number р, the Management Committee, but t Committee, but t Commer fixed by for Comuit tece the escy Hud
FUNCTIONS 0F THE MANAG EMENT G OMMITTE E

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meeting H. θ esol ut (1)ions the Except Management the e ŝ members otherwis Committee 0f ñ 'n the ovid led Home Yq the Ś Ō e Rules a carried and 3 at any S įdn gener ect C⁺ نە ö المبيع

- (a) and tra shall tion have of the general affairs, .rs, property a and funds of of the rt. he Home adminis ~+
- Ð and and Rules shall an ar 4 have ma Ó silent. rt. ter authority Ъa ā. ing ß interpre to the et Home the meaning gu of t hes. htt he Ô Ru Û, ō. ō ίΩ.

 \sim 2 The Management Commit 1 66 may exerci Û) Ō. ۵ ل Ľ the powe H ທ່ 0 ÷. rt. he

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(a) par 04 present and future, such securities; charged upon manner ő liability, secure borr ¢ ticular 0 ğ ឧន the 0 W entered the contract, Уq all or rais members the into ō issue the 0ŗ and any guarantee or other engage by the ue of de ny of th of the secur ő purchase, debentures, the Home's ດ໌ the ť Home Home рауте redeem nt perpetual or engagement may 0f in 0 H any money think property, of рау way and any i n off rt, incurred otherwise <u>ы</u>. debt $\overline{\mathbf{d}}$ such any and both i n

- (d) securities, liability or pay off any interest Brisbane 0f property đ the loan borrow any оr Г for or money i be short or long, any part thereof a whether outright o or obligation of the such securities; a the rate overdrawn accounts on trom for members the the 0 and and and πŵ ıme rt. as Home QJ ç e being charged by ba on money lent, whethe d to mortgage or char to issue debentures rate security ۰. ز interest for or charge whether any ő provide bankers not debt and other the exc its eeding term and h
- ô, ÷ to i from invest om time in such time determine. manner as the members of r, he Home may

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MEETINGS Q, MANAGEMENT COMMITTE E

callendar month meet in the month ڡ 2 (1) The Management to exercise of January. Commit: ise its tee functions. shall meet at least shall not **H** be necessary every đ

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8 shall one-third of ЪХ nvened the clearly Þ secretary and special the the nature state 0n members meeting of the the reasons of the b y of the Management (requisition in writ s of the Management (the s why such business such special meeting is being ness to be transacted thereat. Committee, Committee sha 1 which by not ÷ be less convened 1 han.

0 + 0 fe <u>p</u> Ċ, ີ ພ Management Ъe b) At every meeting of the Manumber equal to the number (anagement Committee as at t) the members, shall constitute the Management 0 Fi ω members close of quorum. 0 f Committee committee a simple majo elected and/or appoint the last general meet meet majority ing å ď

Committee fit: Prov equal negat Commit (4) :ive ity of tee Provided Subject vided that shall be c of votes, t may meet ង ខ ς. t questions ar decided by a the question previously together and regul and regulate s arising at a majority on shall be in any meeting of of votes and, i deemed to be de its this proceedings rule, († he decided in s as the Management the ^a Management he case of it thinks

J. **μ.** 0 Ċ0 ÷. c) inter any 5 vote contract >ested shall member not or or of any the Management Com proposed contract any matter arising b 0 counted Committee with the thereout, shall and Home not . س iπ, vote he Q, in loe: 1 n S Whicl ۲0 respect ö ⊐ he

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sec .тет, 10 (6) etary to members Management of the busi Not less business than Committee. 0f fourteen đ he Management days Such notice noti Committee . Ce sha [] sha]] be clearl of qiven аnу special рÀ thr nee đ ing

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Senior Бe meeting then the members may holding the meeting, the У Management he is not j ident shall be Chairman or (7) The meeting. not Vice-President is not present at e President shall preside as Chairman at eve L Committee, or if there is no President, or present within ten minutes after the time a ne meeting, the Senior Vice-President shall choose if neither one Chairman at every meeting of ę, the meeting then er Vice-President their number to , or if at any ne appointed fo then be Chairman 21 S the Junior 8 present Chairman of for meeting g the at Viceн. Н the the

from the such other **Pf** 5 shall lapse. at a Management Committee meeting a convened upon the requisition of all lapse. In any other case it the next ρ 8 Management the adjourned meeting a quorum If within half time appointed for the meeting, time and week at Committee meeting a quorum is not present within half the same an hour time from and place, the shall members quorum is time the stand Committee may determine, of the Management appointed for the meeting or to such other not present, adjourned shall to the same day the meeting, lapse day and at Committe, commencement an hour and

Pf di te Committee thinks sub-committee 5 the (1) The Management Š powers the Management nks fit. Any sub-committee so formed shall in t so delegated confirm to any regulations that may consisting of such members of The Home as Committee may delegate any of Committee so formed shall in the its the Management powers to a 8 exercise Tubosod

such members within ten minutes after (2) A sub-committee may elect a Chairman of Chairman is elected, or if at in ten minutes after the time ipresent may choose one of their t any meeting the appointed for hol number ю С holding the meeting, to be Chairman of the its Chairman is meetings. not present Ę the meeting. DO the

Le votes Questions question (3) A Рf, the arising at any meeting shall be determined by a majority of sub-committee may meeting and adjourn as it members present shall be deemed to be decided in the and, in the case of an equality of negative thinks proper. votes,

6 0 Management valid there was Committee seç 1 цре -committee or All acts g a member of Management if some defect Committee or shall, every done by any meeting of by any person acting as a member of the Management , notwithstanding that it is afterwards discovered that effect in the appointment of any such member of the ttee or person acting as aforesaid, or that the members t Committee or any of them were disqualified, be as y such person had been duly appointed and was qualified the Management Committee the Management Committee or of 0

each signed 12 Committee been passed at a meeting of the held. Any such resolution may the Management \geq resolution for by one the Committee shall be as valid and effectual in writing signed by or more members Management consist of consist Р, the all Management the members Committee duly convened and effectual as if it several documents Committee of the Management of a meeting μ like form had and Р Fr

ANNUAL GENERAL OR GENERAL, MEETINGS

5.3 each The Year annual general meeting shall be held in the month Ъť September

shall (1) The business to 8 transacted at every annual general meeting

- (a) the and ĥ statement of Це mortgages, receiving association income of the charges tion for and expenditure, Management the and preceding securities Committee's assets financial affecting and liabilities report year; the property and the
- <u>b</u> the receiving of accounts for the the auditor's preceding financial report year; nodn the books and
- <u>0</u> Бe election of members of the Management Committee; and
- ĝ the appointment ß an auditor (who shall be a registered auditor)

٠ The secr etary shall convene ۵ S spec ц Б j general meeting

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- 6 <u>(</u> (a) equals doute Committee plus one. Such in the reasons why such special general free business to be for in writi when 0fi on than the the the number Ω irected to do members presently on the requisi , rt ion in of ordinary members of he number of members pr one. Such requisition ် ဝ Уq c+ he he Management ល Management Committee igned meeting is transacted presently shall Уq the not Committee; thereat clearly being convened les Home on the Management ίΩ than state or 05 or one which not the -third and less
- any application against per son the decision for membe membership 0f the in writing of Ю́Г , Writing of an intention Management Committee to б terminate the e to reject membership б appea , an of

stitu th (1) Management φ ۶t At any general quorum shall Committee þ meeting plus double one the the number number 0 0 ٢'n Ξħ. member s members required present 1 Y ð on n n g

business. dnornw (2) 0f No members : . سر đ sj eus presen 11 be ā. transacted μ ÷ the time when any gen the leral meeting meet proc ing unle ceeds Ŵ, 1 ίΩ. 0 ۵

not **~** Ö 01 07 ad jour ned convened ment he ommi t ő the <u>ن</u> members present 0f tee may determine, esent within half such If ۵ nođn ę Wit gener other Home, present the hin the a 1 day same ς, ha]f requisit: meet. shall and at sine, and day an pur an hour be lapse. in the a quorum hour ion of members n the such d if a ω from quorum. at from the next other In the LS S the any week at not time and place as adjourned meeting r, ime of time appointed other me appoint present, the Management the case same .+ ed ji. t he for meet time shal] for a quorum the the Committee ing, and the Management stand commenc plac meet نيبإ 'n ı. ing n \odot

adjournment Save quorum the mee shall be left unfi ad iourned When a 3 meeting as aforesaid l be transacted unfinished at (meeting 1s The meetina present Chairman 0 T from 0 Hi 1 s c† it. adjourned for shall be (and s ime the at shall business ŝ meet shall if so any time and adjourned meeting (Ling from which the **diven** as be thir SO necessary be transac from cons directed ĺ'n ţ sent the days place 0 f n g Уq ť ្ម ភូមិ ភូមិ other any ő. adjournment more, give the о т place, meet an meet than any notice ing original but ing) notice the ۵ took ā no ς. of busines which ad journ busine meetin 0f the place ι δ ñ 3 Ø

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y prepaid which is the shall Notice ρ etermined (2)clearly ned by the Management Collearly state the nature of of any general meeting sl aid post addressed to the s affiliated with the Un Ë S The S manner ar Уq which g shall be given the secretary o United Grand Ch Commit such shall be 0 Fr the | not bus ice Notice siness t ים each Chapter ה shall λq ť be forwarding of h chapter of Austra f a general meeting be discussed therea given shall such notice Ļ in Queens . ца be Order land 0 rt i

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 nt shall elect on μ. S shall Ηh he for , pr eside not the present ខ្ម one or shall Chai r is of irman, d within unwilling be the the number or or i fif meet Chairman 'n teen minutes to act ing or there. đ be or then 1s ы S G ļ. ha unwill no irman after ر the he E
- (2) pro the ğ Cha Ĥ, ۵ . nd rman order shall ¹y manner maintain ×., 0r Ô. ō Ξ, ۵ Ind conduct the meet ing 'n ۵
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aggment Committee meeting and general meeting to be entered a book to be open for inspection at all reasonable times by financial member who previously applies to the secretary fo t inspection. For the purposes of ensuring the accuracy of recording of such minutes, the minutes of every Management nittee meeting shall be signed by the Chairman of that meet-or the Chairman of the next succeeding Management

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ry member present being a subscribing ll be entitled to one vote and in the Chairman shall have a second or casti

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FUNDS AND ACCOUNTS

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5 $r \sim r$ ne : rt ine direct (\mathbf{I}) Home The funds ĥ 0f such the bank ρ 'n Home the Management shall be banked in Committee та ү the name from 0 Ff time

Ę shown he E, written or financial S itten 5 Proper books books 0f fairs ¢, and like nature S Of form ac the counts in the ۰, Home shall English b G and kept language đ he and pe showing correctly particulars usually maintained eithe

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signed 3 by any two authorised A11 amounts s of th from the twenty rt ime president, ß dollars time ٨q secretary, 0 F the over Management shall treasurer be pa i d Committee or by 0 her cheque

ment 5 0 'n, Cheques wages, allowances shall be crossed 0r pett "not ÷ ot negotiable" cash recoupme ecoupment except ŝ which may those ğ in open рау

cash which 6 The Management sha 11 <u>b</u>e kept Committee с П the imprest shall determine system the amount of petty

Commit (7) tee ALL meeting. expenditure shall ğ approved 0 F rat ified a t ۵ Man agemen ÷.

0 asur (8) As ę shall cause soon a s practicable to be prepared a after the statement end 0f containing particulars each financial year of the

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(a) the income and expenditure for the financial year just ended;

<u>פ</u> and the close securities assets 0 Fh s affecting that year. and liabilities the property and 0 Fi of a ب the mortgages, Home O, har sab. ۵ († the and File 01

present of the a respect (9) annual general t of which such A1 1 his such report statements such upon such audit ral meeting next uch audit was mac shall g following ő examined the secretar llowing the f Åq the ary prior financia auditor ial б year who the 'n shall holding

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services nothing h and able 27 20 8 dend, the exercise of its distributed, pa advanced **pa**yment shall ß répayment him or of (10) proper and Home any member bonus or 000 herein contained in good proper er rent The Уd actually used him paid or +income remuneration 6 and otherwise for any provided faith of ő charges for e F rendered to owers as set ou or transferred applied the and member the premises property shall interest that à ő of Solely of out goods Home Home out of por goods hired demised or May any the out nothing bg d directly of profit 0 Hi officers in promotion б construed herein and g the 0r pocket any Home otherwise owing by herein ers or other let Å such member in 0r ç Home the ß SO expenses, contained ĝ no person servants provided indirectly 0f the 0 0 amongst port its ő Home Home. in Whencesoever lon prevent objects of money further shall prevent return respec the Уq thereof the the 0r May of lent, members the and Home Home reasonable that for đ 0 f shall derived reasonpa yment nı any divinoneya 0f the the þ

DUTIES OF OFFICERS

22. (a) President

1 He The shall ensure President shall that preside

Government obligations Committee are properly carried out, Departments to meet the all decisions of are requirements met at all meetings and that The Home's ofthe the Management relative of The Home

9 Vice (Senior Presidents -r and Junior)

The required, activities the Senior President keeping oţ and Junior the in his duties, the various President Vice-Presidents will Contraction of the second seco and supervise Millel terres THE OT INC. ÷ assist

RTI 191053

may the He President will elect President act its own Chaïrman). as (Note: In the absence of both it and Vice-President, the meeting Chairman in tu ote: In the in the absence <u>of</u> the

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Secretary ŧ Management The Secretary shall I agement Committee 8 only and shall :-5 the

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- (i) Keep a at all meetings faithful record ç the business transacted
- (ii) Issue Notices of Meetings connected with The Home
- (iii) Receive required all g correspondence and reply thereto as

as

the

Committee may direct

- (iv) Act various as Liaison Officer between The Home Government Departments and the
- ર્ 0.E.S. Suitably Chapters acknowledge donations and any other sources. from the various
- (ک بر Carry Connittee our specific directions regarding Home activ activities. of the Management
- (vii) Maintain ultimate destruction. matters, suitable filing records of Secretarial and obtain Committee approval for their
- Treasurer The Management Preasurer shall programment Committee shall be e directly responsible only and shall:-5 the

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(d)

- (i Maintain accurate purpose expenditure in proper records of all receipts oper books of account kep kept and for that
- (ii) Inmates Issue receipts fees for all income received, including
- (iii) by properly acquitted invoices ar will be filed in chemic ---Other than for minor Petty Cash items, issue cheque 11 payments. Such payments shall be supported serial number and statements, sequence issue cheques which
- (iv) Prepare wages and maintain personnel history cards, together relevant industrial awards as required by wage with up-to-date records, including the copies
- રે informed Management Report the financial ß Committee any major position at Meeting, and keep s c financial matters each monthly such pending. meeting
- (vi) Make audit available as required the by the Auditor. books and records for regular
- (vii) Bank all Accounts moneys nominated promptly after ষ্ঠ tЪе Management receipt Committee. to the Bank
- (viii) and past i should be Maintain an efficient filing system for both current records. Authority to destroy old records e obtained from the Management Committee.
- (e) Public Relations Officer-

various (and will will. objectives of The Home ar The Public Relations Officer act Queensland Chapters 22 7 co-operate Liaison 0() with are well 1 C C T shall be the aims thr and The bet ween Fund publicised, and Raising Home, the

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INDEMNITY CLAUSE

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In them in the lanagement roceededragainst n respect 당 the Management event Committee, ę proper оf C pay any a11 Committee in performance pro Ę costs In respect The ceedings the Home course and ß shall respect being damages rse of or the Ö. indemnify their duties taken P, 05 any and against 0 0 0 allotted to costs matter such Member 2 other result any of Ŗ sums thing Member such them of 0 F which Members done ş proceedings such ę such Members ठू proceedings they ဖ္ပ may an be ā

DISSOLUTION

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- Ē Spec the voluntary Management Committee thirtyfive clear days General Meeting provided such Resolu Special General Meeting called at no interval nor more than thirty days t be convened by one Notice delivered Meetings. The Hane unless passed by ial General Meeting. The Runtary dissolution shall may be dissolved by Q three-fourths majority at both The Resolution Resolution of Resolution at not not less than fourteen days' thereafter. The two Meetin l or posted to every Member 8 on proposed in connection with deemed to have been carried before S the Members confirmed at the Special date of at Meetings may Ø General ۵ further the first Special ç the
- (11) and payment In the event of a Re passed in the manner Resolution shall for some there be any provisions cide 다)or ity other organisation similar ß P, shall forthwith liquidate the affairs y surplus remaining after the realisat of The Home's liabilities, shall tran members Р, objects) Ç, a Resolution for the ection present set gifts 78(1)(a) Ŗ organisations р П đ above; such of the which ц Бе general dissolution are Income Trustees realisation of allowable deductions under (having meeting, transfer Tax <u>ç</u> š 0f Assessment similar The The the Å such The Home power Home resolution, objects surplus Home's Ag being and ß as such . سۇ g assets g the may the H



RDER OF THE EASTERN STAR よ

Home for the Aged

59 Wellington Street, Clayfield, 4011 Office 262 5436

14th March, 1989

ice Department, e Law Building, nn Street, bane 4000

Sir,

CH 388 Collections Act.

With reference to your letter of the February 1985, we have had the attached New titution drawn up by our Solicitor, and enclose for your perusal.

Yours faithfully,

IJ. Eldridge,

(Mrs. I.J. Eldridge) Sec/Treas.

	Charities Section
(uppersonation of completely training	1 5 MAR 1989
ţ	STICE DEPT., QLD.

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29. (4) The constitution of each charmy registered under this Act and the constitution of each association whose objects are a community purpose which is solutioned under this Act, shall at all times provide

- (a) that income and property of the charity or association shall be applied in promotion of its objects and that dividends shall not be paid to, nor income or property of the charity or association distributed amongst. members:
- (b) that the business and affairs of the charity or association shall be under the management of, or the general control and management of the administration of the charity or association shall be by, a committee, elected for a period not less than a year by the general body of members and subject in whole or in a specified proportion to annual re-election;
- (c) that the governing body shall consist of not less than three persons:
- (d) that the governing bodyshall hold periodical meetings, and that full and accurate minutes of all resolutions and proceedings of such governing body and of all meetings of the members of the charity or association shall be entered in books to be provided for that purpose:
- (c) that the full qualifications for membership and the mode of admission as a member of the charity or association shall be as set out therein;
- $\sqrt{(f)}$ that proper books and accounts shall be kept and maintained showing correctly the financial affairs of the charity or association and the particulars usually shown in books of account of a like nature;
- (1) (g) that no persons shall be allowed to become henorary members of the charity or association or be relieved of the payment of the regular subscription, except those possessing certain qualifications defined in the constitution and subject to the conditions and provisions provided therein;
- (A) (h) that, where any local or affiliated branch or section of that charity or association, as the case may be, is unable to make any lawful appeal for support for that local or affiliated branch or section or for its objects, as distinct from an appeal for support for the central body or the objects of the central body. no moneys or property whatsoever shall be paid or transferred to the local or affiliated branch or section of the charity or association, as the case may be, or be used for the purposes of the local or affiliated branch or section first mentioned;
 - (i) that any person who is refused membership of the charity or association may appeal to a general meeting of the members of the charity or association concerned for the purpose of determining that appeal and the governing body of the charity or association shall convene such a general meeting in accordance with the constitution so that the general meeting is held within three months or such later period as may be prescribed of the date of the receipt by the governing body of notice of that person's intention to appeal at a time suitable to the mejority of members to attend thereat;
 - (j) for such other matters as may be prescribed.

26. Provisions to be inserted in every constitution. In addition

(i) the number of members of the charity or association shall be unlimited:

- (ii) the classes of members of the charity or association shall be as set out therein;
- (iii) a financial member of the charity or association at any material time is a member who is not then indebted to the charity or association in respect of any annual subscription or levy or other payment whatsoever;
- (iv) at every meeting of the members of the charity or association, whether annual, general or otherwise designated, only those members (howsoever designated by class) who are financial at the time the meeting is held shall be entitled, subject to the lawful procedure of the meeting, to speak or vote upon a motion:
- $\sqrt{(v)}$ the secretary shall convene a meeting of the members of the charity or association upon receiving a written request which is signed by a specified number of members of the charity or association and which clearly sets out the purpose for which the meeting is desired;

(vi) the time and place of the annual general meeting of the charity or association and the business to be transacted at that meeting shall be as set out therein;

(vii) the date of the conclusion of the financial year of the charity or association shall be as set out therein;

(viii) the objects of each charity or association shall be set out therein;

(ix) no person shall be allowed to become a life member of the charity or association otherwise than as set out therein;

(x) the amount of the annual subscription and the manner of payment thereof shall be set out therein;

(xi) no person shall forfeit his membership or have his member-

ship terminated otherwise than as set out therein;

(xii) a Register of Members shall be kept containing the particulars set out therein;

 $\sqrt{(xiii)}$ the manner of filling any vacancy which may occur on a committee by resignation or otherwise whatsoever;

- (xiv) the number of members required to constitute a quorum at any meeting of the committee or any annual, general or special meeting shall be set out therein;
- (xv) the manner of convening any meeting of the committee or any annual, general or special meeting and the conduct thereof shall be set out therein;
- (xvi) power to make, amend, repeal or set aside by-laws not inconsistent with the constitution for the internal management of the charity or association as set out therein;
- $\sqrt{\chi}$ (xvii) power to amend the constitution as set out therein;
- (xvia) power to appoint trustees as set out therein:
 - (xix) power relating to dissolution as set out therein; Var, the tailing of timeral statements of meetings.

YPID KENULDE

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Clerk Charities

5th May, 1989

Dear Mrs Eldridge,

Collections Act 1966 - 1988

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Reference with the r Home for revised constitution of the Aged. of 14 Order 14th 0f March, 1989 the Eastern together n Star

The constitution has been 29(4) and Regulation 26 of following matters require en examined in conj of the Collections re attention: conjunction ions Act and and with d the Section

The shall constitution of 1 at all times provide: every charity registered under the Act

- د۔۔ such 0f intention that general meeting Of purpose members Р that receipt by at any person association m mbers of the c members the later the charity or 0f meeting in accordance general meeting is he to appeal at a s to attend the the charity or determining that the charity or period as may the governing governing who association shall ц В С at a time thereat; that refused body be to a general meeting of the association concerned for held within three prescribed of the appeal of notice suitable f with the membership and the convene constitution for Of о Њ governing body the majority that person's such the months date of Q charity the ທ 0 the 0 K the
- N . pe the unlimited; number of members 0 Fr the charity R association shall
- ω the shall classes 11 be as of j members ot τη out therein; the charity 0 F association

Mrs I J Eldridge Secretary/Treasurer Order of the Eastern Star Home for the Aged 59 Wellington Street CLAYFIELD QLD 4011

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- СЛ charity C⁺ he date 0F 0f f the conclusion of the association shall be the as financial set out therein; year 0 Ť the
- δ payment the amount thereof 0f the shall annual Ъe subscription set out there therein; and the manner 0f
- -. membership no person shall terminated forfeit otherwise his membership than as 0 H v set have out hi ther Ō. jur;
- 8 a Register particulars 0f set Members out therein; shall be kept containing the
- 9 . power relating ç dissolution as Ø ēt out therein

adopting enclosed const: As († he μ. tution abovementioned matters clause draft c t is suggested se 3, 4, 7, 8, 9 constitution. 9, s are that 10, the not 11, provided associati , 12, 29 a tion and for consider 30 of the μ'n the the

Furthermore, oconsidered to clause be an 2(b) should object of t the Ъе association deleted as μ. († μ. Ū. not

Clauses 3 indicate association in authority the members. 3(1) that Of at the constitution should not contain f such bodies to un ę (17) should undertake be of any un specific of deleted unincorporated certain a S powers opinion action อร the would **μ.**. 'n vested

membership Clause 4(1)ç ц. S be contrary unlimited Regulation Please a amend 26 which requires

Clause definit ĊŦ. 4(2) :ion () mentions of such ar appears 'financial in the members constitution however ы О

ç members clause voting clause Clause retire 20. Al: rights. s of the 5(1) 5(2) at the Management Also requires the Please e annual general o clause 20 state Alternatively, t all remove members Committee. states the the meeting Trustees 0f that Trustees the Trustees which Management from this may רי מ pe shall contrary ex-officio Committee clause have s S g

Clause 8(2)(a), (d and <u>(</u>) should be deleted

with this which provisions under н adopted take മ regard, which lists to a this also 0f an , I have some of 0f opportunity the draft rul o satisfy association may Associations the rules a sfy the included benefits ç and draw provisions φ guide amendments Incorporation Act obtain corporate your 0 fi incorporation) to that attention Of the required to Act Collections ő status 1981 (page the together be 4 1988 of In Act

Finally, t issued in Aged". Pl correct na Please name the Certificate of Registration as a the name of "Order of the Eastern St lease ensure that all documents, etc. name of the association. s a Charity was n Star, Home for etc. carry the

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Yours faithfully,

for

Under

Secretary.

File 01

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