

JUNE 1970

CONSTITUTION BY-LAW
AND
STANDING ORDERS
OF THE
SOUTH PACIFIC MOTOR SPORTS CLUB INCORPORATED

Post Office Box 4
Port Moresby, Papua

1. The name of the Club shall be the “SOUTH PACIFIC MOTOR SPORTS CLUB INCORPORATED”.
2. The Address of the Club shall be at the Club Premises, Portion 77, Racecourse Road , Port Moresby, and the postal address shall be P O Box 4, Port Moresby.
3. The Objects of the Club shall be:-
 - 3.1 To promote and foster all forms of motor sport in the Territory of Papua New Guinea.
 - 3.2 To conduct competitions and to provide facilities for spectators with due regard for safety of both competitor and spectator.
 - 3.3 To promote a spirit of sane and sensible driving practices within the community and to assist the Road Safety Council wherever possible in furthering their aims and ideals.
 - 3.4 To establish, promote, subscribe to, assist in establishing or amalgamate with any other Club having similar aims and objects, or likely to be of assistance in furthering the objects of the Club, or exchange information or communicate with such Clubs.
 - 3.5 To complete such affiliations as may be necessary in the interests of the Club and for the furtherance of the Club’s objects with the Confederation of Australian Motor Sport and any other similar organizations.
 - 3.6 To assist other Clubs or organizations with similar aims in the promotion of any joint competition series in Papua New Guinea and/or other countries which will benefit motor sport generally.
 - 3.7 To assist any member or members of the Club wherever possible, who as a private or sponsored entrant, competes in events conducted by other Clubs in Port Moresby, in other towns in Papua New Guinea or in other countries.
 - 3.8 To provide suitable grounds, Clubrooms and any other facilities, including liquor licensed premises for the use and convenience of Members, whether by purchase, construction, lease or other means considered suitable and to provide the equipment and material necessary for the conduct of motor sport by the Members; and to provide management of Club premises and to take out such licenses as are required by the Laws of the Territory.
- 3B. The powers of the Association in pursuance of its objects shall be:-
 - 3B.1 To sell, manage, lease, mortgage, dispose of, or turn to account, or otherwise deal with any property of the Club or part thereof.
 - 3B.2 To borrow, or raise money by any legal means required for the purposes of the Club.
 - 3B.3 To undertake any Trust or Agency which may be in the interests of the Club.

- 3B.4 To become incorporated in accordance with the requirements of the Associations Incorporation Ordinance 1966 (as amended).
- 3B.5 To hold shares in any corporation.
- 3B.6 To do all such other lawful things which are incidental or conducive to the above Objects.

4. Management Committee

- 4.1 The management of the affairs of the Club shall be vested in a Management Committee, hereinafter called the Committee, which shall comprise the Honorary Officers of the Club and four other Members of the Club elected as prescribed.

5. Membership

- 5.1 The rights and privileges of Members shall be fixed at the Annual General Meeting, by a three-quarters majority vote of Members present and qualified to vote.
- 5.2 The rights and privileges of a Member as such shall be personal and shall not be transferable.
- 5.3 A member retiring from the Club or otherwise ceasing to be a Member for any reason shall thereupon forfeit any right to and all claims upon the whole or any portion whatsoever of the property or funds of the Club.
- 5.4 There shall be five membership classifications:
 - 5.4.1 Life Members, who shall be appointed by a simple majority vote at the Annual General Meeting, upon proof to the Meeting of years of devoted and continuous service to the Club.
 - 5.4.2 Full Members, who shall be appointed by the Committee at its discretion upon proof to the Committee of:
 - (a) continued active participation in competition events conducted by the Club as either an entrant, a competitor, an assistance to a competitor or as an official;
 - (b) continued support of competition by donation of materials, use of equipment, or finance;
 - (c) continued active participation in works projects of the Club, either physically or by donation of materials, use of equipment, or finance;
 - (d) other continued interest of a material nature in the welfare of the Club.

- 5.4.3 Social Members who shall enjoy all the rights and privileges of Full Members except that they shall not:
- (a) be eligible for nomination as a Member of the Committee;
 - (b) be entitled to any reduction in fees as a result of such membership classification;
 - (c) be entitled to vote at any General Meeting of the Club.

All new subscribing Members other than Associate members shall be classed as Social Members.

- 5.4.4 Associate Members who shall enjoy all the rights and privileges of Social Members except that they shall not be eligible to compete in any event limited to Members only. Associate membership shall be extended to wives of Life Members, Full Members or Social Members only.

- 5.4.5 Honorary Members who shall be bona fide visitors to Port Moresby and shall be appointed for a period not exceeding one month by the Committee at its discretion on the nomination of any Member, Honorary Members, except that they may not introduce visitors to the Club. Honorary membership shall not be extended to any person within six months of the expiration of his previous term of honorary membership.

- 5.5 A Social Member shall be eligible for appointment to a higher class of membership after six months service as prescribed.

- 5.5.1 Any member believing he is entitled to be appointed to full membership who has not been so appointed may appeal to the Committee in writing setting out his reasons. Such appeal shall be considered at the next occurring Committee Meeting.

- 5.6 Applications for membership shall be considered by the Committee in its absolute discretion subject to the following requirements:

- 5.6.1 An application in the prescribed form and accompanied by the relevant fee shall be forwarded to the Secretary and shall be displayed on the Club notice board for at least two weeks.

- 5.6.2 Any application for memberships shall be proposed and seconded by Full Members of the Club.

- 5.6.3 Any Member who has objection to the acceptance of any person as a Member shall notify the Committee of his reasons in writing.

- 5.6.4 The Committee shall accept persons for membership on a two-thirds majority vote.

- 5.6.5 The Committee shall not be required to show cause for rejection of any application for membership.

- 5.7 Membership fees shall be as follows :-
- 5.7.1 Nomination fees for Social Members – Four dollars;
 - 5.7.2 Membership fees for Full Members and Social Members – Six dollars per annum;
 - 5.7.3 Membership fees for Associate Members – One dollar per annum;
 - 5.7.4 All other classes of Members shall be free of charge;
 - 5.7.5 Except that after the first day of October in any year the membership fee for new Social Members shall be increased to Nine dollars and shall be regarded as a membership fee for the next succeeding membership year;
 - 5.7.6 The Annual General Meeting may, by a three quarters majority, agree to waive membership fees for a definite number of years for any Full Member who has assisted the Club to a large extent by contribution of time, materials, use of equipment, or finance to the welfare of the Club;
 - 5.7.7 Any Member, whose fees are waived in terms of 5.7.6 above shall be classified as an Honorary Full Member, and all rights or privileges of subscribing Full Members shall apply to him;
 - 5.7.8 Any term of Honorary Full Membership granted by any General Meeting shall not be rescinded or altered at any subsequent General Meeting or Meetings except that subject to the approval of such Meeting or Meetings it may be extended for a further number of years as decided.
- 5.8 Membership fees shall become due and payable on the first day of January in each year.
- 5.8.1 Any membership not renewed before the 31st day of March in each year shall lapse PROVIDED ALWAYS that consideration may be given renewing any such lapsed membership where the Member has been absent from Port Moresby during the period 1st day of January to 31st day of March AND PROVIDED FURTHER that application to renew such lapsed membership is made within one week of the Member's return to Port Moresby.
 - 5.8.2 The Committee may at its absolute discretion refuse to renew any membership without assigning any reason therefore and notwithstanding the receipt of any sum tendered with such an application for renewal of Membership and in such event any sum tendered shall be returned to that former Member.
 - 5.8.3 The Committee may at its absolute discretion expel any Member from membership of the Club or suspend any such Membership for such period as it thinks fit without assigning any reason therefor. Any such expulsion or suspension shall commence from the time of delivery of notice in writing in that behalf to the Member concerned.

- 5.9 The entitlement to vote at any Meeting of the Club hereby conferred on any particular membership classification shall lapse so long as any Member normally so entitled shall be in default in payment of his membership subscription or any part thereof or of any other amount payable to the Club by that Member.
- 5.10 The payment by a Member of an annual subscription shall imply that he agrees to be bound by the requirements of the Constitution and By-laws of the Club.
- 5.11 Any Member may retire from the Club by giving notice in writing to the Secretary, but shall be liable to pay all outstanding dues and subscriptions.
- 5.12 Members shall have the privilege of introducing visitors to the Club, provided that their names are entered in the Visitor's Book on each occasion that they are introduced and subject to the following conditions:
- 5.12.1 A Member may introduce not more than two (2) visitors on any one day and after the first visit no Member shall introduce the same visitor or visitors during that month without the prior approval or consent of the Committee Member on duty at the Club.
 - 5.12.2 Visitors shall be the guests of the Member introducing them entirely, and shall not order or purchase goods, nor expend moneys in any way while in the Club.
 - 5.12.3 Members shall be responsible for the behaviour of their visitors, and shall remain with them during the entire period of their visit to the Club.
 - 5.12.4 No Member shall knowingly introduce a visitor who has failed in election to or forfeited or has been deprived of Membership of the Club.
 - 5.12.5 The Committee may refuse admission to visitors at any time.
 - 5.12.6 A visitor shall not be supplied with liquor on the Club premises unless at the invitation and in the company of a Member.
 - 5.12.7 The President, or in his absence the Senior Vice President or the Honorary Secretary, may introduce visitors under special circumstances and assign them to a selected host or hosts while they are in the Club. The names of such visitors shall be entered in the Visitors' Book as guests of the Club, and no regulations restricting visitors shall apply to them.
- 5.13 The Club shall keep a register of its Members and enter therein:
- 5.13.1 The names and addresses of the Members;
 - 5.13.2 The amount of debenture each Member holds, if applicable;
 - 5.13.3 The number or numbers of the debenture;

- 5.13.4 The date at which the name of each person was entered in the register as a Member;
 - 5.13.5 The date at which any person ceased to be a Member. This record shall be maintained for a period of not less than five (5) years;
 - 5.13.6 The names of Life Members;
 - 5.13.7 The names of Honorary Members.
 - 5.13.8 The names of Honorary Full Members and the period of their appointment.
- 5.14 The Club shall keep at its place of business a register of its Officials and Committee Members. The register shall contain:
- 5.14.1 His acceptance in writing of his appointment.
 - 5.14.2 His full name and his residential address.
 - 5.14.3 The full name of the manager and his residential address, his present salary and the date of the Meeting at which the salary was agreed to.
 - 5.14.4 The full name of the Secretary and his residential address.
 - 5.14.5 The full name of the Public Officer and his residential address.
- 5.15 The Annual General Meeting may invite any distinguished person or persons to be the Patron or Joint-Patrons of the Club.
- 5.15.1 Any person so invited shall become an Honorary Full Member for the duration of such period as he chooses to honour the Club with his patronage, and all rights and privileges of Full Members shall apply to him.
6. General Meetings.
- 6.1 The Annual General Meeting shall be held in July of each year and at such time and place as the Committee may direct. A quorum shall be 25% of all financial Members eligible to vote personally present.
- 6.1.1 Members shall be advised of the date of such Annual General Meeting in writing not less than one month prior to the date of the Meeting.
- 6.2 The Business of the Annual General Meeting shall be:
- 6.2.1 The consideration and adoption of the Annual Report.
 - 6.2.2 The passing of Accounts and Balance Sheet for the past year.
 - 6.2.3 The election of President, Senior Vice-President, Vice-President, Secretary, Treasurer, Members of the Committee and Honorary Auditors.

- 6.2.4 The consideration of resolutions submitted by a Committee or Committees of the Club.
 - 6.2.5 The consideration of Notices of Motion of which at least seven (7) days' notice shall be given in writing to the Honorary Secretary.
 - 6.2.6 The consideration of business of a general nature which may be admitted by the Chairman.
- 6.3 The Committee, or any ten (10) Full Members by request in writing to the Secretary may convene a General Meeting of the Club.
- 6.3.1 Such Meeting shall be termed an Extraordinary General Meetings.
 - 6.3.2 A quorum at an Extraordinary General Meeting shall be 25% of Members eligible to vote personally present.
 - 6.3.3 All Full Members shall be advised in writing not less than seven (7) days prior to the Meeting that an Extraordinary General Meeting is to take place and the reasons therefor.
- 6.4 The President, or in his absence, the Senior Vice-President shall preside at every Annual General Meeting or Extraordinary General Meeting of the Club and if neither be present the Members shall choose one of their number to act as Chairman.
- 6.5 Subject to Clause 6.6 a Member personally present at a Meeting shall have one vote only.
- 6.6 Questions arising at any meeting shall, except where specifically prescribed to the contrary by this Constitution, be decided by a simple majority of votes, and in the case of an equality of votes, the Chairman shall have a second or casting vote.
7. Honorary Officers.
- 7.1 The Honorary Officers of the Club shall be the President, Senior Vice-President, Vice-President, Honorary Secretary and Honorary Treasurer, each of whom shall be a financial Member of the Club and who shall be ex-officio Members of Committees, and shall be elected as described hereunder:-
- 7.1.1 Nominations for Honorary Officers and Committeemen shall be in writing addressed to the Honorary Secretary and shall close on a date to be fixed but not less than seven (7) days prior to the date fixed for the holding of the Annual General Meeting.
 - 7.1.2 Nominations when received shall be placed on the Club Notice Board or otherwise brought to the notice of Members as the Committee shall direct.
 - 7.1.3 Each Member when nominated, must be a financial member of the Club. Each nominee must sign the nomination, prior to acceptance by the Secretary.

- 7.1.4 No candidate may be elected to more than one office.
- 7.1.5 Should no nomination be received prior to the closing date for nominations or should an unopposed nominee remove his name from the list of candidates, the Returning Officer may accept nominations of persons present for the vacant position, such nominations to be in the prescribed form.
- 7.2 The election of Honorary Officers and Committeemen shall take place at the Annual General Meeting. If nominations are in excess of the number required, the election shall be by secret ballot conducted at the Annual General Meeting.
 - 7.2.1 Should a ballot become necessary in terms of Clause 7.2 above, the Members present eligible to vote shall elect one of their number who is not a candidate to be Chief Returning Officer for the election, and two of their number who are not candidates to be Assistant Returning Officers.
 - 7.2.2 A Member so elected as a Returning Officer shall not forfeit his right to vote but shall place his ballot paper in the ballot box in the presence of the other two Returning Officers.
 - 7.2.3 Each and every Member eligible to vote and present at the Meeting shall record a vote for each office contested.
 - 7.2.4 Proxy votes or postal votes shall be admitted to the ballot provided that the Member concerned is unable to attend the Meeting due to his being absent from Port Moresby or delayed for bona fide important reasons. Applications for postal votes shall be forwarded to the Secretary to reach him not later than seven days prior to the elections. Postal votes not received prior to the election shall be informal.
 - 7.2.5 A Member shall be eligible for election to office in absentia, provided that he has accepted nomination to the office in writing.
- 7.3 Where an equal number of votes is cast for any two or more candidates for an office, the election to that office shall be decided by lot between such candidates.
- 7.4 The Committee shall meet together for the despatch of business, adjourn and otherwise regulate their meetings and proceedings as they may think fit but shall meet at least once in each month. A quorum for Committee meetings shall be four (4) Members present.
- 7.5 The President may at any time, and the Honorary Secretary upon request of two Members of the Committee shall convene a meeting of the Committee.
- 7.6 The President shall act as Chairman of the Committee, or in his absence the Senior Vice-President, or in the absence of both, the Members present shall elect one of their number to act as Chairman.
- 7.7 The Committee may delegate any of its powers to a sub-committee and may co-opt any financial Member of the Club to serve on such sub-committees. The Committee may prescribe regulations to be observed by the sub-committee, and may withdraw its delegations or rescind a decision of a sub-committee.

- 7.8 A meeting of the Committee shall, for the time being at which a quorum is present, be competent to exercise all or any of the authorities, powers and discretions by or under the regulations of the Club for the time being vested in or exercisable by the Committee generally.
- 7.9 No resolution passed at the Annual or any Extraordinary General Meeting of the Club shall invalidate any prior act of the Committee which would have been valid had no such resolution been passed.
- 7.10 Without prejudice to the general power set out in clause 7.8, the committee shall expressly have the following powers:
- 7.10.1 To determine who shall sign or endorse receipts, cheques, contracts and any other documents for and on behalf of the Club.
- 7.10.2 To purchase, alter, build, or otherwise secure for the Club any property, leases, rights or privileges which the Club is authorised to acquire and at such price and on such terms as they think fit.
- 7.10.3 To pay for any rights and property acquired by or services rendered to the Club either wholly or partially in cash or debentures or other securities of the Club as may be agreed upon, and such debentures or other security may be specifically charged upon all or any part of the property of the Club.
- 7.10.4 To appoint, supervise the duties of, suspend, or discharge any employees of the Club and to fix their hours of attendance, rates of payment and general conditions of employment.
- 7.10.5 To institute, conduct, defend, compound and abandon any legal proceedings by or against the Club or its officers or concerning the affairs of the Club and to compound and to allow time for payment or satisfaction of any debts due and of any claims or demands by or against the Club.
- 7.10.6 To fix penalties for violation of this Constitution or By-laws or for conduct detrimental to the welfare of the Club and to enforce or remit same.
- 7.10.7 To make, alter and repeal all such By-laws necessary, expedient or convenient for the proper conduct and management of the Club, and in particular but not exclusively they may by such By-laws regulate –
- (a) The terms and conditions upon which honorary guests, children of Members of the Club, and visitors shall be permitted to use the premises and property of the Club.
 - (b) The time of opening and closing of any Club premises or part thereof.
 - (c) The terms as to payment, or otherwise, for the use or supply to Members of any of the property or goods of the Club.
 - (d) The rules to be observed and prizes or stakes to be accepted by Members of the Club involved in competitions conducted by the Club.

- (e) The prohibition of particular competitions on the ground or premises of the Club entirely or at any particular time or times.
- (f) The conduct of Members of the Club in relation to one another and to the Club's servants and employees.
- (g) The setting aside of the whole or any part or parts of the Club's premises for Gentlemen Members, Lady Members, at any particular time or times or for any particular purpose or purposes.
- (h) The imposition of fines for the breach of any By-laws or the Constitution of the Club.
- (i) The procedure at all meetings of the Club.
- (j) To perform such other duties and do such acts and things as may be necessary to carry out the objects of the Club.

8. Vacancies on the Committee and Duties of Certain Honorary Officers.

8.1 If any Honorary Officer or other Member of the Committee shall:

- 8.1.1 Without leave of the Committee fail to attend at two consecutive meetings of the Committee, without reasonable cause;
- 8.1.2 Become bankrupt or insolvent;
- 8.1.3 Be found lunatic or become of unsound mind, or otherwise permanently incapable of acting;
- 8.1.4 Resign his office in writing;
- 8.1.5 Repeatedly fail to discharge such duties as may from time to time be allocated to him by the Committee;
- 8.1.6 Be permanently transferred from Port Moresby;

He shall be deemed to have vacated his office, and the vacancy shall be termed a casual vacancy.

8.2 A vacancy on the Committee caused by the death of any Honorary Officer or Member shall also be termed a casual vacancy.

8.3 Every casual vacancy on the Committee shall be filled by the Committee by the appointment of a Member of the Club to the vacancy.

8.4 Any Member appointed by the Committee to fill a casual vacancy shall hold office until such time that such office may be filled by election at an Extraordinary General Meeting called for that purpose, which shall be convened no later than one month after his appointment, except that if no further nominations to the position be received, the appointment shall be automatic and the Extraordinary General Meeting cancelled.

- 8.5 A resolution signed by all members of the Committee shall be as binding on the Club as if passed at a regular or special Committee Meeting.
- 8.6 The Secretary shall:
- 8.6.1 Cause minutes to be taken and kept in a book provided by the Club for that purpose of the proceedings of all Meetings of the Committee and of all resolutions passed thereat.
 - 8.6.2 Cause minutes to be taken and kept in a book provided by the Club for that purpose of the proceedings of all General Meetings of the Club and of all resolutions passed thereat.
 - 8.6.3 Attend to all correspondence of the Club and/or the Committee.
 - 8.6.4 Act as the public officer of the Club as defined by the Associations Incorporation Ordinance 1966.
 - 8.6.5 Be responsible for the maintaining and safekeeping in a proper manner of the Club's correspondence, stationery, records and documents including its Common Seal.
- 8.7 The Treasurer shall:
- 8.7.1 Prepare and maintain such books of account as may be necessary to provide a true statement of the financial affairs of the Club from time to time.
 - 8.7.2 Advise the Club's Manager regarding the financial operation of the Club's business transactions.
 - 8.7.3 Institute or approve such cash and stock control systems as may be considered necessary to ensure adequate protection for both the Club and the Club's manager.
 - 8.7.4 Conduct stock and cash checks at irregular intervals without notice and at the end of each month.
 - 8.7.5 Prepare and submit to the Committee monthly an account of all monies received and disbursed.
 - 8.7.6 Verify and submit to the Committee monthly a list of all accounts payable.
 - 8.7.7 Prepare and submit to the Committee monthly a trading account covering all financial activities of the Club.
 - 8.7.8 Prepare and submit to the Club's auditors annually a balance sheet covering the Club's activities to 30th June; and subsequent to audit submit such balance sheet to the Annual General Meeting, together with his report and the report of the auditors if any.

9. Common Seal

- 9.1 The Common Seal of the Club shall be circular in shape with the words “South Pacific Motor Sports Club Incorporated” around the circumference with the additional words “The Common Seal of” in the centre.
- 9.2 Safe custody of the Common Seal shall be vested in the Secretary and all documents to which the Common Seal is affixed shall be signed by the President or Senior Vice-President and the Secretary.
- 9.3 The Common Seal shall be used only with the express authority of the Committee.

10. Distribution of Income and Property.

- 10.1 The income and property of the Club, whencesoever derived shall be applied towards the promotion of the objects of the Club as set forth in these rules, and no portion thereof shall be paid or transferred directly or indirectly, by way of dividend, gift, division bonus or otherwise howsoever by way of profit to Members of the Club provided that nothing herein contained shall prevent the payment bona fide and in good faith of any remuneration to any officers, servants or Members of the Club or other persons in return for any services actually provided to the Club or for any materials or goods supplied.
- 10.2 If upon the winding up or dissolution of the Club there remains after the satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid or distributed among the Members of the Club but shall be given or transferred to some other institution or institutions having objects similar to the objects of the Club, and which shall prohibit the distribution of its or their income and property amongst its or their members to an extent at least as great as is imposed on the Club under or by virtue of this clause, such institution or institutions to be determined by the Members of the Club at or before the time of dissolution and if and so far effect cannot be given to such provision then to some charitable object.
- 10.3 When, upon the winding up of the Club, a resolution relating to the distribution of the surplus assets of the Club has been passed by a majority of three quarters of the Members of the Club, the court may make an order for the distribution of those Assets in accordance with the resolution.

When the court considers that a distribution of the surplus assets, in accordance with the resolution would not be just or such a resolution has not been passed, the court may make such order for the distribution of those assets, having regard to the objects and purpose of the Club, it considers just.

“Surplus Assets” means the assets of the Club remaining on the winding up after payment of the debts and liabilities and costs, charges and expenses of the winding up.
- 10.4 The liability of members is limited to the amount due and unpaid by each Member as per Clause 5.7 of this Constitution.

11. Interpretation of Rules.

11.1 The Committee is the sole authority for the interpretation of the Constitution and of the By-laws and Regulations made thereunder, and the decision of the Committee upon any question of interpretation or upon any matter affecting the Club and not provided for by the Constitution or by the By-laws and Regulations made thereunder, shall be final and binding on the Member.

12. Financial Year and Membership Year.

12.1 The financial year of the Club shall end on the 30th June each year; the membership year shall end on 31st December each year.

13. Alteration or Amendment of Constitution.

13.1 This Constitution or any part thereof including the rules and objects may be added to or altered by a resolution passed at any General Meeting or any Extraordinary General Meeting called for that purpose. Notices of Motion of amendments to the Constitution or any part thereof including the rules and objects shall be advised in writing to financial Members at least seven (7) days prior to the date of the Meeting. Alterations to the Constitution shall require a three quarters majority of votes cast.

STANDING ORDERS OF THE SOUTH PACIFIC MOTOR SPORTS CLUB INCORPORATED

1. Order of Business.
 - (1) Reading and confirmation of Minutes of previous Meeting.
 - (2) Business arising from Minutes.
 - (3) President's Report.
 - (4) Annual Accounts and Auditors Report.
 - (5) Questions.
 - (6) Correspondence.
 - (7) Election of Office Bearers.
 - (8) Business pursuant to notices of motion.
 - (9) General Business.
2. Correspondence, after being read, shall be taken as formally 'received' unless a motion to the contrary be submitted, and every letter may be dealt with immediately after the contents have been made known to the Meeting.
3. No discussion shall take place unless there is a question before the President.
4. In all debates there shall be a time limit of ten (10) minutes on the mover of the motion, and of five (5) minutes on all other speakers, provided that by unanimous consent of the meeting a specified extension of time may be granted to any speaker.
5. Only one amendment shall be entertained at one time. If an amendment be carried, it shall become the substantive motion, the original motion lapsing and there will be no need to put the original motion to the Meeting. It will be competent to receive other amendments, provided they are relevant to the question, one at a time to be decided in a like manner, until the subject is disposed of.
6. No Member shall speak more than once on any question, except the mover of the motion, who shall be entitled to reply and thereupon all discussions shall cease, and the question shall be put.
7. Any Member seconding a motion, or amendment, without remark, shall not be held to have spoken thereon. In the case of an amendment being list, the President shall put the "motion" to the vote.
8. If any exception is taken to the ruling or decision of the President, such objection must be taken at once, and the motion made, which, if seconded, shall be proposed and determined forthwith.

9. Any member, with the consent of the President may offer an explanation of any particular expression used by him, but must confine himself strictly to such.
10. On all questions, and during all discussions, the Members speaking shall address the meeting through the President.
11. The President shall have the right to exercise a deliberate vote on all questions.
12. Only full financial Members of the Club including Life Members shall be entitled to vote on questions before the Meeting.
13. No Member shall enter or leave a Meeting whilst a vote is being taken.
14. At any Meeting every resolution shall be decided by a show of hands, or in such a way as the President may think fit to direct. In all cases in which there shall be an equality of votes, the President shall have the casting vote.

BY-LAWS

The Committee of the South Pacific Motor Sports Club Incorporated does pursuant to and in exercise of the power and authority conferred on such committee by Section 7.10.7 of the Constitution make the following By-Laws: -

GENERAL

1. These By-laws shall come into operation immediately on publication.
2. The President shall have power to extend the privileges of the Club to distinguished visitors.
3. Honorary Members have full privileges of Members, except that they may not bring strangers into the Club or vote on any proposal.
4. No pamphlet, advertisement, or notice of any kind shall be put up in the Club without the permission of the Secretary.
5. The Club House shall be open and ready for the reception of Members in accord with the hours of trading permitted under the Liquor Licensing Ordinance.
6. The Committee may at their discretion appoint a Manager.

He shall have charge of all stationery purchased for the Club and give out same as required.

He shall check all monthly accounts before payment, and see that they correspond with the written orders; and that the charges made are just and reasonable; and if correct he shall initial same.

He shall enter in the records the name, address, profession or occupation of every Member of the Club.

He shall be in readiness to attend the Meetings of the Committee.

He shall place before the Committee at the monthly meetings a list of the names of those Members whose accounts to the end of the previous month have not been paid.

He shall when it is necessary to provide any article for the use of the Club, issue an order for obtaining the same from a printed book provided for that purpose, and subsequently secure the confirmation of the Committee thereto at its next Meeting, and the butt of each book shall show the date of each order, to whom and for what article the same was issued.

He shall at once report to the Committee any breach of the Rules or By-laws, or any irregularity of any other matter or thing that may occur relating to the Club and out of the ordinary course of business.

He shall be responsible for the maintenance of order within the Club premises and shall exclude any Member from the Club premises for any breach of the normal rules of good behaviour and shall report such exclusion and the reasons therefor to the Committee as early as practicable thereafter. A decision by the Manager in terms of this clause shall be final, and any Member refusing to leave the Club premises when requested under this clause to do so, shall be suspended by the Committee for a period not exceeding one month.

7. The Manager is charged with the household management of the Club, and the immediate direction of the servants.
8. He shall see that the servants conduct themselves with good order and are properly dressed.
9. Members must notify the Manager of any complaints they may have to make regarding the conduct of Staff or other Members of the Club, and the Manager, and not the individual Members shall reprimand the servant or report the matter to the Committee should it seem necessary to take further action.
10. The Manager shall be empowered to apply for and hold a Club Licence under the provision of the Liquor (Licensing) Ordinance 1963-64 as amended, and to apply for such special permits or occasional licences for functions which are or become necessary to be held on Club premises from time to time.
11. Liquor shall not be supplied to any Member during prohibited hours.
12. Liquor shall not be supplied to any person under the age of eighteen years.
13. The Club Rooms shall not be used for gambling or for playing any game of chance or hazard. The Committee shall have power to prohibit any games which in their opinion, are unlawful games, or the playing of which would be injurious to the interest of the Club.
14. Members of any Social or Residential Clubs may, subject to reciprocal arrangements having been established, with such clubs, be admitted to the privileges of membership during their temporary stay in Port Moresby, not exceeding one week in each year and they shall in all respects comply with the Rules and Regulations of the Club.
15. No resolution passed at any Meeting held under these Rules shall be rescinded at any subsequent Meeting, unless notice of the intention to propose such a rescission has been given in the notice convening the Meeting.
16. In all cases where a point of order is raised, the Member raising same shall state his point clearly and distinctly, and if a Member be speaking, such Member shall resume his seat until the point of order is decided. The President shall decide the matter promptly, and shall not allow a discussion. Objection to the President's decision may be dealt with under Rule 8 of Standing Orders.

17. If any Members:-
 - (a) persistently and wilfully obstructs the business of the Meeting; or
 - (b) is guilty of disorderly conduct; or
 - (c) uses objectionable words; or
 - (d) persistently and wilfully refuses to conform to Standing Orders, or any one or more of them; or
 - (e) persistently and willfully disregards the authority of the President the President may request him to leave the Meeting.
18. In all cases herein or otherwise provided for, resort shall be had to the Rules, forms and usages of debate, which shall be followed so far as same are applicable to the proceedings of this Club.
19. No motion for the suspension of any or all of these Standing Orders shall be entertained.

This is the annexure marked "A" mentioned and referred to in the Affidavit of Barry Michael Webster dated 2nd day of July 1970, Before me:

Deponent

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BERNARD THOMAS HOOLEY
Commissioner for Declarations
A Justice of the Peace.