

GLENGARA SENIORS COMPUTER CLUB



CONSTITUTION



Glengara Retirement Village
220 Hansens Road
Tumbi Umbi
NSW 2261
<http://members.westnet.com.au/garaclub/>

Issue Rel:
30th January 2009

1. INTERPRETATION

IN THIS CONSTITUTION, UNLESS THE CONTEXT OTHERWISE REQUIRES:

1.1 **Club** means the Glengara Seniors Computer Club.

1.2 **Member** means any resident, who has paid the annual membership fee.

1.3 **Resident** means all persons residing in Glengara Retirement Village.

1.4 **Team** means the members selected by invitation to administer the Computer Club.

1.5 **Team Leader and Deputy Leader** means the senior team members elected by the team.

1.6 **Team Member** means the resident selected on invitation by the Team Leader to be a part of the team.

1.7 **Visitor** means any invited resident or non resident. To be accompanied by a member.

1.8 **Consultant** means an invited guest of the Team Leader.

2. CONSTRUCTION

After acceptance by the Computer Club Members, approval is given to implement this Constitution. Following release, copies shall be forwarded to all Computer Club members and the Glengara Village Residents Committee.

3. TITLE

There shall be a computer club called the "**Glengara Seniors Computer Club**".

4. PURPOSE AND OBJECTIVE

4.1 To provide training of Members on personal computers for their social and recreational use.

4.2 To provide training by experienced Club Members.

4.3 The Club will hold regular monthly meetings of members on a range of computer related topics generally the 2nd and 4th Tuesdays every month.

4.4 To implement a range of initiatives designed to allow members to have close contact with their family and friends, inside and outside the village.

4.5 To interact with the Glengara Village Residents Committee.

4.6 The Team will hold regular monthly meetings.

5. TEAM

5.1 The Team shall administer the Club activities.

- 5.2 The Team shall compose of the Team Leader, Deputy Leader and 6 Team Members.
- 5.3 In the absence of the Team Leader, the Deputy Leader or their nominated Member shall preside over Club and Team Meetings.
- 5.4 The Team Leader and Deputy Leader shall be elected by ballot vote of the Team every five (5) years. In the case of a tie the position shall be determined by lot.
- 5.5 The Team Leader shall allocate the various functions of the Clubs activities to individual Team Members.
- 5.6 Team members are required to give one month's notice of resignation to the Team Leader.

6. TEAM MEMBERS

- 6.1 Team Members shall be selected by invitation.
- 6.2 Each Team Member shall have a responsibility for an allotted function.
- 6.3 The Team Leader shall be responsible for:
- Club policy;
 - Budget control;
 - Estimating and purchasing;
 - Tuition and training;
 - Liaison with Residents Committee;
 - Stationery and printing;
 - Club newsletter and information.
 - Resolution of all Club policy disputation.
 - Consultancy.
- 6.4 Team Members shall be responsible for:
- Membership and membership fees;
 - Funding and sponsorship;
 - Equipment (hardware and software implementing and servicing);
 - The website;
 - Networking and mobile phone products;
 - Programs and speakers;
 - Liaison with the Glengara In-villa Television;

Windows and Apple Mac tuition;
Annual dinner;
Computer Club library
Simplification and understanding of computer technology.

6.5 Meeting of the Team will be held monthly at the Country Club.

7. CLUB MEMBERSHIP.

7.1 Membership is available to all Residents of the Glengara Village.

7.2 Non-residents may be invited by the Team to be a consultant.

7.3 Membership shall be by payment of an annual fee.

7.4 Non Members shall pay an admission fee to all Club meetings.

7.5 Non Members shall pay a fee to use the Club facilities.

7.6 Visitors to the Club meetings must be as guests of a Member.

7.7 Life Members. It shall be consistent for the membership to elect [on the recommendation of the Team] as Life Members, any person who has rendered exemplary service to the Computer Club. Life Members shall have full use of the facilities and be exempt from membership fees.

7.8 Meetings of the Club will be normally held monthly at the Country Club.

7.9 Meetings of the Team will be held monthly at the Country Club.

7.10 The Club room shall be open for use by Members during the Country Club open hours.

7.11 Non Member visitors and users of the Club's facilities must be accompanied by a Club Member and shall pay a fee set by the Team.

8. FINANCE.

8.1 Club funding for equipment and facilities shall be provided by Members fees, Council & Government grants, fund raising sponsorship and gifts.

8.2 The Team leader will liaise with the Glengara Village Residents Committee on all matters of finance and financial reporting.

9. CONSTITUTION AMENDMENT

9.1 All requests for changes to the constitution shall be forwarded to the Team Leader to be discussed at the next Team meeting.

10. CONFIDENTIALITY.

10.1 The Team shall not divulge any information provided by Club Members without their permission.

10.2 The Club is not responsible for members personal details installed and left on the Club's computers. Any view expressed on the Club's Computers do not represent the view and terms of the Computer Club unless approved by the Team Leader .

