

# Sober? UWA Constitution.

Current as of 2022.



1. **Name**
2. **Objectives**
3. **Membership**
4. **Meeting of the club**
5. **Provisions governing general meetings**
6. **Elections**
7. **Patron**
8. **Executive committee**
9. **Vacancies**
10. **Ordinary Committee**
11. **Committee inattendance**
12. **Non-discrimination**
13. **Expulsion from committee**
14. **Power and responsibilities of committee**
15. **Deposits and withdrawals of monies**
16. **Payments**
17. **Major obligations to the Guild**
18. **Transparency of documentation**
19. **Availability of this constitution**
20. **Alteration of this constitution**
21. **Interpretation of this constitution**
22. **Dissolution of the club**

## Preamble

“Many battles have been fought and won by soldiers nourished on beer.”

- Frederick the Great

“Here’s to the nights we won’t remember, and the friends we won’t forget.”

- The Hangover

“Beer is the best remedy to anything.”

- Lachlan Grace

“”

- Will “Dragon” Partridge

## **1. Name:**

- 1.1 The formal name of the club shall be “Sober? UWA”.
- 1.2 The club may also be known as “Sober?”.
- 1.3 Henceforth referred to as “Sober?” or “the club”.
- 1.4 The club’s description on the UWA Guild’s website shall read: ““Here’s to the nights we won’t remember, and the friends we won’t forget.” We’re here to make your uni life as enjoyable and (un)memorable as possible, by organising some of UWA’s biggest and best social events! Check out our social media pages for info about our past and upcoming events, and to get in touch with us <3”

## **2. Objectives**

- 2.1 To encourage and facilitate the fun and safe social integration of all UWA students via social events, irrespective of the student’s relationship with alcohol.
- 2.2 To create a welcoming community of students that is inclusive to all, regardless of their degree, race, religion, sexual orientation or identification.
- 2.3 To remain affiliated to the UWA Guild’s Societies Council.
- 2.4 To act in a way which promotes cooperation between Sober? and other affiliated clubs, and the Societies Council.
- 2.5 To do all such things as would appear necessary and proper for the benefit or advancement of members of Sober?.
- 2.6 To apply the property and income of Sober? solely to the promotion of its expressed objectives, and not, directly or indirectly, to its members, except in good faith and for the promotion of these objectives.
- 2.7 To comply with this constitution, all Guild by-laws, Standing Orders, and policies in force at any given time.

## **3. Membership**

- 3.1 The membership of Sober? shall consist of Ordinary Financial Members, Ordinary Committee Members, Executive Members, and Old Committee Members.

- 3.1.1 An Ordinary Financial Member is someone who has purchased or renewed an annual membership, valued at \$5AUD.
- 3.1.2 An Ordinary Committee Member is someone who has nominated and been elected for a committee position by financial members and existing committee members at one of at least two intakes during the calendar year.
- 3.1.3 An Executive Committee Member is someone who has already been an ordinary committee member and has nominated and been elected for an executive committee position by financial members and immediate past executive members. The executive (exec) of Sober? shall include the following positions:
  - 3.1.3.1 President (mandatory)
  - 3.1.3.2 Vice President (optional)
  - 3.1.3.3 Treasurer (mandatory)
  - 3.1.3.4 Secretary (mandatory)
  - 3.1.3.5 Marketing Director (optional)
  - 3.1.3.6 Welfare Director (optional)
  - 3.1.3.7 Safe Clubs and Events (SCE) Officer (optional)
  - 3.1.3.8 Immediate Past President (IPP) (mandatory)
- 3.1.4 An Old Committee Member (previously known as a 'Lindsay Representative') is someone who has served as an ordinary committee member for at least three consecutive years, OR an ordinary committee member for one year and an executive committee member for one year.
- 3.2 Ordinary Financial Members are entitled to:
  - 3.2.1 Vote on matters proposed at any Sober? AGM or SGM.
  - 3.2.2 Nominate for election to become an Ordinary Committee Member.

### **Meeting of the Club**

- 4.1 Sober? shall hold its Annual General Meeting each year no later than 1 November, and this meeting must follow the guidelines set out in the Societies Council Regulations.

- 4.2 The Sober? executive may call a Special General Meeting at any point during the year, inviting all current members, and publicly providing at least one week's notice.
- 4.3 The Sober? Secretary must call a Special General Meeting when compelled to do so via a written request.
  - 4.3.1 A written request for an SGM may be submitted by:
    - 4.3.1.1 No less than 10 active ordinary committee members; OR
    - 4.3.1.2 No less than 50% of all ordinary financial members.
  - 4.3.2 A written request for an SGM must include:
    - 4.3.2.1 The reason for the calling of the SGM, including all proposed actionable items.
  - 4.3.3 Public notice of the SGM must be given within seven days following the receipt of the written request.

## **5. Provisions governing general meetings**

- 5.1 Any general meeting shall be chaired by the President. Where the President is unable to chair the meeting, the Vice President shall do so. Where neither the President nor the Vice President is able to chair the meeting, another executive committee member shall do so. Where no executive committee member is able to chair the meeting, an ordinary committee member may nominate to do so if the majority of ordinary financial members present accept their nomination.
- 5.2 A proposed agenda for a general meeting must be made public by the Secretary no less than 24 hours prior to the commencement of the meeting.
- 5.3 All ordinary financial members, ordinary committee members, and executive committee members are entitled to an equal vote in all actionable items proposed at any general meeting.
- 5.4 Any attendee of a general meeting deemed by the present executive committee members to not be in their right state of mind, or deemed to be disrupting the meeting may be asked to leave the meeting.
- 5.5 A quorum of a general meeting shall consist of at least 20 financial members when the meeting is chaired by an executive committee member, OR at least

75% of active ordinary committee members when the meeting is chaired by an ordinary committee member.

## **6. Elections**

- 6.1 At least twice per year Sober? must host a general committee election. A general committee election allows ordinary financial members to nominate to become ordinary committee members.
  - 6.1.1 Nominations are to be taken from the floor.
  - 6.1.2 A candidate may self-nominate, and no seconder is required.
  - 6.1.3 Proxy nominations may be allowed at the discretion of the present executive committee members.
  - 6.1.4 Candidates may be asked to answer a series of questions during the election process, at the discretion of the present executive committee members.
  - 6.1.5 The number of candidates accepted as ordinary committee members may vary at the discretion of present executive committee members.
  - 6.1.6 All present ordinary committee members and executive committee members are entitled to an equal vote in general committee elections.
  - 6.1.7. All present ordinary committee members and executive committee members are entitled to veto powers in general committee elections. This power must be used in good faith for the protection of existing committee members and the protection of Sober?.
  - 6.1.8 Successful candidates should be elected based on the merit of their application and reputation, and their expected utility to the club. It is in extremely bad taste to elect a candidate based exclusively on their physical appearance.
- 6.2 Once per year Sober? must host an executive committee election. This may be included in the AGM or hosted beforehand. An executive committee election allows ordinary committee members to nominate to become executive committee members, and allows existing executive committee members to reapply for the upcoming year.

- 6.2.1 The following executive office bearer positions shall be elected during executive committee elections:
  - 6.2.1.1 President
  - 6.2.1.2 Vice President
  - 6.2.1.3 Treasurer
  - 6.2.1.4 Secretary
  - 6.2.1.5 Welfare Director
  - 6.2.1.6 Marketing Director
  - 6.2.1.7 Safe Clubs and Events Officer
- 6.2.2 Nomination forms must be accessible online for no less than fourteen days.
- 6.2.3 A candidate may self-nominate, and no seconder is required.
- 6.2.4 Candidates may be asked a series of questions in the online nomination process, including but not limited to:
  - 6.2.3.1 Which role they are applying for (including up to three preferences).
  - 6.2.3.2 Their relevant experience.
  - 6.2.3.3 Other commitments they have already agreed to for the following year.
  - 6.2.3.4 Goals for their term in office.
- 6.2.5 Candidates' nomination information (including preferences and responses to questions) shall be made public by the outgoing executive committee following the close of the nomination period, and no less than three days before the executive election.
- 6.2.6 All present ordinary financial members, ordinary committee members, and outgoing executive committee members are entitled to an equal vote in executive committee elections.
- 6.2.7 The outgoing executive committee is entitled to veto powers in the leadup to an executive election. I.e., a candidate's nomination may be disqualified if the outgoing executive unanimously agrees that the election of said candidate would cause serious and lasting damage to Sober?. This power

may not be exercised within three days of the election (i.e., before nominations are made public). Where this power is exercised, the President must notify the candidate of their disqualification.

- 6.2.8 The IPP executive position is neither elected nor appointed, but is given automatically to the outgoing President.
- 6.3 All Sober? elections must be supervised by a Returning Officer.
  - 6.3.1 The returning officer shall be appointed by the outgoing executive committee.
  - 6.3.2 The returning officer must not be, may never have been, and may have no intention of ever becoming an ordinary committee member, and by extension an executive committee member.
- 6.4 Any candidate standing for election may send a proxy to present their speech in the event that the candidate is unable to attend the elections in person, though proxy voters are not allowed.

## **7. Patron**

- 7.1 In the absence of nominations for any Ordinary or Executive Committee position, Sober?'s elected executive committee may appoint a temporary patron who shall hold office until the succeeding AGM OR until the position may be formally appointed.

## **8. Executive committee**

- 8.1 The executive committee shall actively govern Sober?'s direction during their term in office. This includes but is not limited to:
  - 8.1.1 Planning events.
  - 8.1.2 Liaising with the Guild, and the Societies Council.
  - 8.1.3 Running Sober?'s social media channels.
  - 8.1.4 Managing the Sober? committee.
  - 8.1.5 Designing Sober?'s merchandise.
  - 8.1.6 Managing Sober?'s finances.
  - 8.1.7 Nominating an executive committee member to act as a Club Delegate.



8.2 The executive committee shall include the following roles and responsibilities:

8.2.1 The President. It is among the President's duties to:

- 8.2.1.1 Supervise, coordinate and delegate the work of the other executive members.
- 8.2.1.2 Ensure that the entire executive committee is conversant with the constitution and their respective roles.
- 8.2.1.3 Direct the general policy of the club.
- 8.2.1.4 Lead all meetings and report on the status of the executive committee and the club at all meetings.
- 8.2.1.5 Be the main point of contact between Sober? and the Guild, and the Societies Council.
- 8.2.1.6 Manage any interpersonal disputes which may arise within the committee.
- 8.2.1.7 Be a source of responsibility, stability, and maturity during all Sober? events.
- 8.2.1.8 Remain active at all times in the day-to-day running of the club, including in online message groups.
- 8.2.1.9 Shoulder the responsibility for all of Sober?'s events, and the actions of committee and executive committee members in the public forum.
- 8.2.1.10 Create and publicise, at the beginning of their term, a basic plan for their term in office, and the club's direction during that time.
- 8.2.1.11 Ensure that Sober?'s events and committee are inclusive environments, and that members and patrons feel safe and accepted at Sober? events, regardless of race, religion, sexual orientation, gender, gender presentation, and presented identity.
- 8.2.1.12 Ensure that grants provided to Sober? are used only for the purposes of providing services or amenities to its membership, that all expenditure related to grants complies

with conditions attached to that grant, and that grants are not used to make a gift.

8.2.2 The Vice President (VP). It is among the Vice-President's duties to:

8.2.2.1 Support the President in all endeavours.

8.2.2.2 Approach, at the start of the year, potential sponsors and partners for Sober?, including night clubs, other Guild-affiliated societies, and relevant businesses/ service providers.

8.2.2.3 Communicate, throughout the year, with other Guild-affiliated societies regarding collaborations, discounts, etc.

8.2.2.4 Create Sober?'s merchandise, both for the committee and for public sale.

8.2.2.5 Organise and manage at least one event during their term as Vice President.

8.2.2.6 Ensure, in conjunction with the President, the Welfare Director, and the Safe Clubs and Events Officer, that Sober?'s events and committee are inclusive environments, and that members and patrons feel safe and accepted at Sober? events, regardless of race, religion, sexual orientation, gender, gender presentation, and presented identity.

8.2.3 The Treasurer. It is among the Treasurer's duties to:

8.2.3.1 Take responsibility for all of Sober?'s financial affairs.

8.2.3.2 Ensure that all of Sober?'s events are financially viable (profitable).

8.2.3.3 Keep track of all incomes and expenditures throughout their term in office.

8.2.3.4 Pay all invoices within 5 working days (unless otherwise specified by the partner organisation).

- 8.2.3.5 Construct a budget for every event run by Sober? at least one month prior to the event date, including all costs and incomes.
  - 8.2.3.6 Prepare necessary forms and receipts required by the Societies Council in accordance with grant policies.
  - 8.2.3.7 Organise and manage online ticketing platforms used by Sober? for events.
  - 8.2.3.8 Ensure, in conjunction with the President, that grants provided to Sober? are used only for the purposes of providing services or amenities to its membership, that all expenditure related to grants complies with conditions attached to that grant, and that grants are not used to make a gift.
- 8.2.4 The Secretary. It is among the Secretary's duties to:
- 8.2.4.1 Record and publish minutes for all club meetings, including executive committee meetings, committee meetings, and all AGMs and SGMs.
  - 8.2.4.2 Publish a meeting agenda at least 24 hours prior to any meeting.
  - 8.2.4.3 Follow up on tasks delegated to executive or committee members, ensuring that delegated tasks are completed on time.
  - 8.2.4.4 Assist the Marketing Director in ensuring that marketing is shared publicly in a timely matter.
  - 8.2.4.5 Create and share committee sharing schedules for events.
  - 8.2.4.6 Manage general club administration, including keeping track of Sober?'s communication via emails and social media messages.
  - 8.2.4.7 Keep an up-to-date calendar of all important dates for Sober?, including Sober? events, other clubs' events, grant application deadlines, meeting dates, training dates, etc.

- 8.2.4.8 Supply the Societies Council Secretary with relevant information regarding Sober?'s executive team, such as the Executive Registration Form, within one month of Sober?'s AGM.
- 8.2.4.9 Lodge with the Societies Council Secretary an up-to-date copy of Sober?'s constitution, and any by-laws created under its authority.
- 8.2.4.10 Notify the Societies Council Secretary of any alterations made to the Sober? constitution within two weeks.
- 8.2.4.11 Send apologies to the Societies Council Secretary in the case that no executive committee member is able to attend the Guild's monthly SOCPAC meetings before the deadline.
- 8.2.4.12 Provide to the Societies Council Secretary, in the case that Sober? disbands or otherwise ceases to exist, a duly audited statement of the financial position of the club together with a copy of the resolution, which may have been passed by the club as to the disposition of its funds.
- 8.2.4.13 Keep an up-to-date record of committee members' attendance at Sober? events using the 'traffic light system.'
- 8.2.5 The Marketing Director. It is among the Marketing Director's duties to:
  - 8.2.5.1 Be or become familiar with professional-grade graphic design software.
  - 8.2.5.2 Make public information regarding upcoming events at least one month prior to the event date (e.g. posting a Facebook event, and instagram post).
  - 8.2.5.3 Write all event descriptions.
  - 8.2.5.4 Construct emails to financial members with event information and relevant discount codes where applicable.
  - 8.2.5.5 Post on Sober?'s primary social media pages (Facebook, Instagram, TikTok) at least once per week.

- 8.2.5.6 Construct marketing schedules and plans for events at least five weeks before the event date, and edit this schedule in response to ticket sales and profitability
- 8.2.5.7 Coordinate with relevant contractors in the leadup to and immediately following events (e.g. photographers, videographers).
- 8.2.5.8 In years where it is needed, appoint an Assistant Marketing Officer to assist with all of the duties required of the Marketing Director.
- 8.2.5.9 Manage marketing in such a way as to ensure that Sober?'s ticket sales reach maximum profitability and engagement.
- 8.2.6 The Welfare Director. It is among the Welfare Director's duties to:
  - 8.2.6.1 Organise Sober?'s welfare events and welfare events Sober? takes part in along with other Guild-affiliated societies (events and campaigns for charity, such as Relay for Life, Dry July, and Prosh) and committee 'retreats'.
  - 8.2.6.2 Be and remain approachable by the committee in the case that a committee member is feeling overly stressed, or mentally exhausted in some capacity.
  - 8.2.6.3 In conjunction with the President, serve as a point of contact for complaints a financial member, a committee member, or a member of the public may have about another committee member, or an executive member, or any action taken by Sober? or its committee members.
  - 8.2.6.4 In conjunction with the President, serve as a mediator for any interpersonal conflicts which may arise between committee or executive committee members.
  - 8.6.2.5 Ensure, in conjunction with the President, Vice President, and Safe Clubs and Events Officer that Sober?'s events and committee are inclusive environments, and that members and patrons feel safe and accepted at Sober? events,

regardless of race, religion, sexual orientation, gender, gender presentation, and presented identity.

8.6.2.6 Report and coordinate any suspected Guild Misconduct by a Sober? member in accordance with the Guild Policy and Student Guild Regulations.

8.2.7 The Safe Clubs and Events (SCE) Officer. The SCE Officer is an optional position. If there is no nomination for the SCE Officer role in executive elections, the duties of the role become the responsibility of the Welfare Director to complete in addition to the aforementioned duties of the Welfare Director. It is among the SCE Officer's duties to:

8.2.7.1 Ensure that the Sober? committee is adequately educated about laws and acceptable attitudes regarding sexual assault and sexual harrasment.

8.2.7.2 Ensure that the Sober? committee is held accountable for their own actions or inactions in any reports of sexual assault and sexual harrasment which may be alleged against a committee member.

8.2.7.3 Act as a point of contact for any member(s) concerned about any matter relating to sexual assault, sexual harrasment, or advances made to them by another member.

8.2.7.4 Act as a liaison between Sober? and the UWA Guild Women's Department.

8.2.7.5 Ensure that all club executives have completed relevant training as decreed by the UWA Student Guild.

8.2.7.6 Ensure that the Sexual Harrasment and Assault Hazard Reminder (SHAHR) is completed at all high-risk events (as defined by the Guild EMP) by either themselves or a member of the Guild Women's Department.

8.2.7.7 Giving the Safe Event Talk (SET) before all high-risk committee events (such as committee 'retreats,' committee 'bondings,' general committee elections) to ensure that all

committee members are aware of Sober?'s zero-tolerance position on sexual assault and harrasment.

8.2.7.8 Complete all SCE-specific training as decreed by the UWA Student Guild and the Societies Council.

8.2.7.9 Ensure, in conjunction with the President, Vice President, and Welfare Director, that Sober?'s events and committee are inclusive environments, and that members and patrons feel safe and accepted at Sober? events, regardless of race, religion, sexual orientation, gender, gender presentation, and presented identity.

8.3 The term in office for the executive committee shall last for 12 months, officially beginning on 1 December, though the incoming executive team should collaborate with the outgoing team on Sober?'s final event of the year.

8.3.1 In the period between the finalisation of executive election outcomes and December 1, each outgoing executive committee member must create and share with the incoming member a 'handover guide' to assist the incoming member's transition into the role.

8.4 All elected executive committee must complete the Student Leadership Training offered by the Guild, must abide by the Guild's Student Representative Code of Conduct, and must fulfil their role to the best of their ability for the entirety of their 12 month term in office.

8.5 The executive committee must conduct in-person meetings at least once per fortnight, and with greater regularity in the weeks preceding major events.

8.6 During their term, each executive committee member must attend at least one monthly SOCPAC meeting, and communicate relevant information from that meeting to the executive committee, and the committee.

8.7 There are three options in the case that an executive committee member must be impeached, whether that impeachment is the result of allegations of wrongdoing on their behalf or loss of confidence in that executive member by the club's membership. These options are:

- 8.7.1 Executive impeachment. In the case that the entire executive committee (excluding the member who is to be impeached) unanimously agrees in a formal vote of no confidence, then that member must be asked in writing to resign their position. If they refuse, then a formal letter should be submitted to the Guild requesting further assistance.
- 8.7.2 Committee impeachment. In the case that the ordinary committee is dissatisfied with an executive committee member's leadership, no less than 10 ordinary committee members should call an SGM with the intent to impeach that executive member. At this SGM the accused executive member may choose to present a case for their own defence if they wish and are present. A secret vote must then be held, and in the case that no less than 75% of all ordinary committee members vote in support of the motion, the executive member is to be impeached.
- 8.7.3 Financial membership impeachment. In the case that the ordinary financial membership of the club is dissatisfied with an executive committee member's leadership, no less than 50% of all financial members should call an SGM with the intent to impeach that executive committee member. At this SGM the accused executive member may choose to present a case for their own defence if they wish and are present. A secret vote must then be held, and in the case that no less than 75% of attendees to the SGM vote in support of the motion, the executive member is to be impeached.
- 8.8 Any executive committee member who is impeached may, if they like, be allowed to remain on committee as an ordinary committee member at the discretion of the remaining executive committee members.
- 8.9 Executive members are expected to attend all of Sober?'s events, and must provide valid reasons for any inattendance. The President, in conjunction with the executive committee, may, at their discretion, accept or decline any provided reason as valid or invalid, based on a separate set of guidelines. At bare minimum, executive committee members must attend 75% of Sober?'s events each semester.



## **9. Vacancies**

- 9.1 In the case that an executive committee member resigns, is impeached, or ceases to hold office during their expected term for any other reason, the vacancy shall be filled by an ordinary committee member appointed by the remaining executive committee, who may, at their discretion, accept relevant advice from the outgoing executive member.

## **10. Ordinary Committee**

- 10.1 Sober?'s ordinary committee must include at any given time, other than in the period before the first elections of a calendar year, no less than four 'first year representatives,' ('fresher reps') two male-or-gender-diverse, and two female-or-gender-diverse.
- 10.2 Ordinary committee members are entitled to vote in all elections held by Sober?.
- 10.3 Ordinary committee members are expected to attend at least 50% of Sober? events per semester. 'Events' include events publicly hosted by the club, events the club takes part in in collaboration with other Guild-affiliated societies, and private events exclusively for the Sober? Committee. At a bare minimum each ordinary committee member must attend at least one of each of the following each semester (unless such an event is not held in a semester due to extraneous circumstances):
- 10.3.1 One committee 'bonding.'
  - 10.3.2 One 'major event' (e.g. large end of semester parties, or large collaborative social events with other clubs).
  - 10.3.3 One 'minor event' (e.g. pub crawls, club takeovers, welfare events).
  - 10.3.4 One 'retreat.'
- 10.4 Ordinary committee members are expected to attend O-Day every year.
- 10.5 Ordinary committee members are expected to invite all of their friends to Sober? events, to share Sober?'s social media posts on their own feeds/ pages, and to interact (like, comment) on all of Sober?'s social media posts.

- 10.6 If an ordinary committee member or executive committee member is unable to attend an event, they must contact the President, or the relevant manager for the event, at least three days before the event providing a valid reason for their inattendance. The executive committee may, at their discretion, accept or decline any provided reason as valid or invalid, based on a separate set of guidelines.
- 10.7 Ordinary committee members may self-nominate to be appointed for a 'Special OCM' position in a process separate to general elections. The existence, number, and specific type of these positions, in addition to the option for their existence at all, is at the discretion of the executive committee.

### **11. Committee inattendance**

- 11.1 Any ordinary or executive committee member who has not complied with the attendance regulations outlined in 8.9 and 10.3 by the AGM will immediately forfeit their position on committee, unless they choose to exercise their optional right to present a case for their own defence. An absolute majority of present committee members must vote to accept the defence for that member to retain their position.

### **12. Non-Discrimination**

- 12.1 Sober? and its committee shall always act in a manner which gives no special treatment, favour, advantage or disadvantage to any group of people, and shall vigorously defend the right of all members to feel safe and accepted within the community.

### **13. Expulsion from committee**

- 13.1 Any ordinary or executive committee member who, in the unanimous opinion of the executive committee, or the absolute majority opinion of the ordinary committee, contravenes article 12.1 to such an extent that another individual is directly and detrimentally harmed, may be immediately asked to forfeit their membership.

## **14. Power and responsibilities of the committee**

- 14.1 Subject to other articles of this constitution, the committee shall be responsible for:
- 14.1.1 Pursuing the club's objectives outlined in Article 2.
  - 14.1.2 Carrying out and facilitating the day-to-day business and running of the club.
- 14.2 Without prejudice to the generality of the foregoing, the committee shall, in cases where the committee has voted and approved the motion, have the power to:
- 14.2.1 Acquire and dispose of property.
  - 14.2.2 Deposit and receive sums of money.
  - 14.2.3 Open bank accounts.
  - 14.2.4 Enter into contracts.
  - 14.2.5 Make, alter, and repeal regulations for the orderly and proper management of Sober?'s affairs, to the extent that no regulations contravene this constitution.
  - 14.2.6 Make, alter, and repeal by-laws reinforcing and specifying any part of this constitution, to the extent that no clause of any by-law contravenes this constitution, and subject to ratification by the Societies Council.
- 14.3 Unless acting under a special enabling resolution of a general meeting, the committee shall not borrow money or incur debts or liabilities on behalf of, or in the name of the club.
- 14.4 The Sober? executive may hold records of its members, including private information.
- 14.4.1 Records are only used for the purposes of the Student Society, and Sober? and its executive members with access to those records must protect members' personal information and its members' privacy.

## **15. Deposits and withdrawals of monies**

- 15.1 All monies due and payable to Sober? must be received by the Treasurer, or in cases where the Treasurer is unable to receive the payment, the President may accept the payment on their behalf.

- 15.2 All withdrawals from Sober?'s bank accounts must be authorised by the Treasurer.
- 15.3 All payments from Sober?'s bank accounts must be authorised and processed by the Treasurer in a timely manner, ensuring that the club's reputation among business owners and collaborators remains respectable.

## **16. Payments**

- 16.1 No payment shall be made on behalf of or in the name of the club unless it has been authorised by the Treasurer.

## **17. Major obligations to the Guild**

- 17.1 Sober? shall comply with all regulations of the UWA Guild, the Societies Council, and all other provisions enrolled upon the Guild statutes book.
- 17.2 All executive and ordinary committee members shall be jointly and severally responsible for such compliance, and shall be deemed liable in the event of noncompliance therewith.
- 17.3 An executive committee member shall be present, either in person or via an online option, at every monthly SOCPAC meeting hosted by the Guild's Societies Council.

## **18. Transparency of documentation**

- 18.1 The Secretary shall, on request, provide the minutes of any committee meeting and all records of the committee's decisions and policy to any financial, ordinary committee, or executive committee member who requests them, within three business days of the request being made.
- 18.2 The Treasurer shall, on request, provide financial records of any decision, policy, or payment to any financial, ordinary committee, or executive committee member who requests them, within three business days of the request being made.

## **19. Availability of this constitution**

19.1 The committee shall make this constitution freely available on request to any financial member, or member of the Guild at any time.

## **20. Alteration of this constitution**

- 20.1 Any alteration proposed to be made to this constitution must be submitted in writing to the Secretary at least five days before the general meeting in which the alteration is to be proposed.
- 20.2 Any member of the club, with a seconder (who is also a financial member), may propose an alteration to the constitution, on the condition that they will be present at the general meeting in which the alteration is to be discussed.
- 20.3 Any motion made proposing an alteration to this constitution shall be made available to all members through all relevant noticeboards.
- 20.4 Any alteration made to this constitution must be authorised by two-thirds of the committee and an absolute majority of members present at a meeting of the club.
- 20.5 Any alteration made to this constitution will come into effect upon ratification by the Societies Council.
- 20.6 This constitution replaces all previous rules governing the administration of Sober?

## **21. Interpretation of this constitution**

- 21.1 In the event of a dispute regarding the interpretation of any part of this constitution, the dispute may be reviewed by a panel consisting of the President, the Vice President, and any three other committee members, as selected by the committee.
- 21.1.1 In the event that a decision of the panel is disputed, a member may raise the dispute at a general meeting, where the interpretation of the disputed part will be decided by an absolute majority of members present.

## **22. Dissolution of the club**

- 22.1 In the case that Sober? dissolves, if any property of the club remains after the satisfaction of any debts and liabilities that the club may have, that property shall

be transferred into liquid assets by the last available Treasurer, at which point that entire value is to be “placed on the bar” at The Avenue At Club Bayview for Sober?’s “Wake” which all past members are to be invited to.

This constitution has been adopted by Sober? at our general meeting on

20 October 2022 (date)