

The Rose Society of South Australia Incorporated



By-Laws

www.sarose.org.au

Adopted 20th May, 2005
Revised 1st July, 2009
Revised 18th October, 2010
Revised 18th February, 2011
Revised June, 2013
Revised October, 2017

1. Definitions

- 1.1 "Society" means The Rose Society of South Australia Incorporated.
- 1.2 "Council" means the Committee of Management of the Society.
- 1.3 "Branch" means a group of Members meeting in a local area.
- 1.4 "Branch Committee" means the Management Committee of a Branch.
- 1.5 "Sub Committee" means a Committee appointed by Council.
- 1.6 "Member" means a Member of The Rose Society of South Australia Inc. as defined by the Constitution.

2. Membership Entitlements

- 2.1 On being accepted into Membership, Members will receive or have available:
 - 2.1.1 a copy of the Society's Constitution; and
 - 2.1.2 a copy of the Society's By-Laws; and
 - 2.1.3 a copy of the Society's publication, Rose Culture; and
 - 2.1.4 a copy of the Bulletin; and
 - 2.1.5 a name badge; and
 - 2.1.6 any other information or benefits approved by Council.
- 2.2 Financial members will receive or have available:
 - 2.2.1 a copy of the Australian Rose Annual provided that they are a Member before 31st December of the preceding year; and
 - 2.2.2 Honorary Members will not receive a copy of the Australian Rose Annual; and
 - 2.2.3 Joint Members will be treated as a single Member in respect to the Society's publications; and
 - 2.2.4 a copy of the Society's Bulletin when published.
- 2.3 Members will receive on request:
 - 2.3.1 a copy of the Show Regulations and Definitions; and
 - 2.3.2 a copy of the Show Schedule; and
 - 2.3.3 subsequent copies of the publications, Rose Culture, the Constitution, By-Laws and the Show Regulations and Definitions at a cost of \$2.00 each; and
 - 2.3.4 available back copies of the Bulletin at a cost of \$1.00 each.
- 2.4 Financial members will be admitted free of charge to the Society's Spring and Autumn Shows, unless these shows are held with other events.

3. Fertilizer

- 3.1 The Society, through an arrangement with Neutrog Australia Pty Ltd, may offer Members *Sudden Impact for Roses* and other nominated Neutrog products at prices determined from time to time by the Council.
- 3.2 Members of Associated Members and/or Honorary Members are not able to purchase *Sudden Impact for Roses* or other nominated Neutrog products through this arrangement.

4. Members of Associated Members

Members of Associated Members are able:

- 4.1 to attend all meetings of the Society; and
- 4.2 to exhibit Roses and Flower Arrangements at the Society's Spring and Autumn Shows, Shows associated with Branches and Monthly Competitions; and
- 4.3 to participate in the Society's functions.

5. Branches

- 5.1 Membership:
 - 5.1.1 all Members of a Branch shall be Members of the Society; and
 - 5.1.2 all Members of the Society in an area where a Branch is established are entitled to participate in that Branch's activities.
- 5.2 The Branch Committee shall consist of not less than seven (7) Members that shall include the President, Secretary and any other officers as required.
- 5.3 There will be a Combined Branches and Council meeting every 2 years at a mutually agreed time and place.
- 5.4 Branch Funds:
 - 5.4.1 the Branch may receive funds from the Society; and
 - 5.4.2 the Branch will be required to raise their own funds; and
 - 5.4.3 the Branch will operate their own bank account; and
 - 5.4.4 the Branch will provide an annual financial statement by February each year; and
 - 5.4.5 each Branch will receive a Rose Promotion Grant in March each year, agreed at the prior Combined Branches and Council meeting.
- 5.5 Communications between the Council and the branches shall be through:
 - 5.5.1 the Bulletin; and
 - 5.5.2 the allocation of a Vice President to a Branch; and
 - 5.5.3 each year the Branch President shall present a report to their Annual General Meeting and a copy of which shall be forwarded to the Council.
- 5.6 Branch Rose Shows:
 - 5.6.1 the Branch may hold its own Rose Shows; and
 - 5.6.2 write and print their own Schedule; and
 - 5.6.3 select their own Rose Judges from the List of Accredited Rose Judges in consultation with the State Judges Panel; and
 - 5.6.4 Judge Rose classes as per the National Rose Society of Australia Inc. Judging Rose Regulations; and
 - 5.6.5 Request assistance from the Council if required.

- 5.7 Dissolution of a Branch:
 - 5.7.1 if a Branch ceases to exist, all papers and books are to be forwarded to the Secretary of the Society; and
 - 5.7.2 All bank accounts are to be closed and any remaining money is to be forwarded to the Society's Treasurer.

6. Elections

- 6.1 All elections requiring a ballot shall be by secret ballot.
- 6.2 Voting shall be first past the post.
- 6.3 A Member who is not a candidate for any position may be appointed by the Council as a Returning Officer to conduct all ballots.
- 6.4 The Council may appoint Members who are not candidates to assist the Returning Officer to conduct the ballot.
- 6.5 The Annual general meeting may be adjourned while the votes are counted.

7. Membership Information

- 7.1 The Membership records shall remain with the Society and shall not be made available to any other organisation unless Clause 7.4 is complied with.
- 7.2 The Society, with Council approval, may send to its Members any promotional material on behalf of any other organisation provided that the Society is reimbursed for all costs incurred.
- 7.3 Members of the Society may have access to the Membership records provided that:
 - 7.3.1 the Council determines who has access; and
 - 7.3.2 the Member agrees to maintain the confidentiality of the Membership records; and
 - 7.3.3 the Membership records are only used for the purpose that access was granted.
- 7.4 Organisations with whom the Society has a commercial relationship may be provided with Membership records provided that:-
 - 7.4.1 the records may be used by that organisation for a specific purpose agreed to by the Council; and
 - 7.4.2 the organisation is not to use the records for any other purpose; and
 - 7.4.3 the Council informs the Membership by a notice in the Bulletin of its decision; and
 - 7.4.4 Members who do not want their details provided to the organisation must advise the Secretary within three months receipt of the notice; and
 - 7.4.5 the Council shall only provide the records to the organisation after four month's publication of the notification to the Membership; and
 - 7.4.6 upon cessation of the agreement between the Society and the organisation, the organisation will provide written confirmation that all Society records have been expunged from its files.
- 7.5 The Council at its meeting in August each year shall review:
 - 7.5.1 who has access; and
 - 7.5.2 the condition of access; and
 - 7.5.3 the purpose of access.

8. Rose Shows

8.1 The Council shall determine the venue, dates and times for each Spring and Autumn Show.

8.2 The Council shall set the admission charge for the Spring and Autumn Shows.

8.3 Council shall appoint a Show Sub Committee Chairperson in July each year.

8.4 Show Sub Committee:

The Council at its August meeting each year shall endorse a Show Sub Committee from amongst its Members and interested Members of the Society, as proposed by the Show Sub Committee Chairperson.

8.5 Membership:

The Show Sub Committee shall consist of:

8.5.1 a Chairperson; and

8.5.2 a Secretary; and

8.5.3 a Show Manager; and

8.5.4 a Show Manager's Assistant; and

8.5.5 a representative of the Judges; and

8.5.6 a representative of the Exhibitors; and

8.5.7 a representative of the Floral Art Arrangers; and

8.5.8 a representative of the Gift Shelf; and

8.5.9 a representative of the Plant Stall; and

8.5.10 a representative of the Catering Committee; and

8.5.11 a Member of the Council; and

8.5.12 any other persons the Council deems suitable to be a member of the Show Sub Committee.

8.6 Meetings:

The Show Sub Committee shall:

8.6.1 meet at least four (4) times each year; and

8.6.2 forward copies of the minutes of its meetings to the Council; and

8.6.3 all decisions of the Sub Committee are to be forwarded to the Council for endorsement; and

8.6.4 prepare a budget for all events for Council's endorsement; and

8.6.5 deal with any scheduling matters and report to Council so that it can consider any recommendations at its January and June meetings; and

8.6.6 recommend the person to open each Show for Council consideration.

8.7 Functions:

The Show Sub Committee shall ensure the following functions are carried out:

8.7.1 arrange publicity for the show; and

8.7.2 set up and lay out of the venue; and

8.7.3 attract trade exhibitors and stall holders; and

8.7.4 organise catering; and

8.7.5 review and allocate awards and trophies; and

8.7.6 collect admissions, fees and door raffle; and

8.7.7 arrange security of the events; and

8.7.8 manage storage and maintenance of the Society's show equipment; and

8.7.9 maintain and implement the "List of Duties" for each Show.

- 8.8 Scheduling:
The Show Sub Committee shall appoint a Schedule Committee to:-
- 8.8.1 conduct a review of sections and classes of roses for showing and recommend any changes; and
 - 8.8.2 arrange printing of Show Schedules; and
 - 8.8.3 provide printed Show Schedules to all interested in exhibiting, all Members of Council and Show Sub Committee Members.
- 8.9 Show Judging:
The Chief Judge and/or State Judging Panel shall:
- 8.9.1 convene a meeting of the Judges to review the judging criteria; and
 - 8.9.2 convene meetings as necessary to enable Judges to maintain their State accreditation; and
 - 8.9.3 to ensure consistency of judging; and
 - 8.9.4 arrange judging schools for aspiring judges; and
 - 8.9.5 recommend to Council the appointment of new State Accredited Judges; and
 - 8.9.6 recommend to Council Judges whose accreditation should be withdrawn; and
 - 8.9.7 consider and report on the National Judging Rules for showing roses; and
 - 8.9.8 ensure that the etiquette of judging is maintained; and
 - 8.9.9 determine who judges which classes at each Show; and
 - 8.9.10 assist Branches as required; and
 - 8.9.11 determine criteria for promotion between grades; and
 - 8.9.12 recommend to Council promotion of exhibitors between grades for approval at the November Council meeting.
- 8.10 Rose Show Exhibitors:
Council shall provide for:
- 8.10.1 seminars, training and advice to exhibitors; and
 - 8.10.2 seminars which include:
 - (a) standards; and
 - (b) class criteria

9. Library

- 9.1 The Society shall maintain a Library of Books on Roses and related subjects.
- 9.2 The Council at its meeting held in July each year will appoint a Librarian and an Assistant Librarian.
- 9.3 The Library items may be lent to members as follows:
 - 9.3.1 for one (1) month; and
 - 9.3.2 the lending may extend up to three (3) months; and
 - 9.3.3 if the item is not returned the Librarian shall advise the borrower in writing; and
 - 9.3.4 the Librarian shall maintain a catalogue of all items which shall be available for members to view.
- 9.4 The Librarian shall maintain a record of books borrowed by members.
- 9.5 The Library may be kept at Burnside Community Centre and /or at any other place as decided by the Council.

- 9.6 The Librarian may from time to time recommend acquisitions and deletions to the Council.
- 9.7 All publications received by the Society shall be forwarded to the Librarian.

10. 25 Year and 50 Year Membership

- 10.1 The Council, at its meeting held in September each year, determines the Members who have achieved 25 year and 50 year consecutive Membership of the Society.
- 10.2 At the Christmas Dinner, or after, issue the Member with:
- 10.2.1 either a 25 year or 50 year medal; and
 - 10.2.2 a certificate acknowledging the years of Membership.

11. Council Appointments

The Council, at its meeting in July each year, shall appoint Members to fulfil the following positions:

- 11.1 Bulletin Editor; and
- 11.2 Membership Data Base Manager; and
- 11.3 Show Sub Committee Chairperson; and
- 11.4 Publicity Officer; and
- 11.5 Assistant Publicity Officer; and
- 11.6 Librarian; and Assistant Librarian; and
- 11.7 Hall Convenor – setting up; and
- 11.8 Amplification / IT Manager; and
- 11.9 Key Custodian for –
 - 11.9.1 General Meetings; and
 - 11.9.2 Council Meetings; and
- 11.10 Trading tables; and
- 11.11 Raffle; and
- 11.12 Monthly Competition Convenor; and
- 11.13 Supper Roster Supervisor; and
- 11.14 Programme Co-ordinators for Monthly Meetings; and
- 11.15 Welcoming Committee; and
- 11.16 Minute Secretary for Monthly and Council Meetings; and
- 11.17 Insurance Risk Officer, and
- 11.18 Chief Judge and State Judging Panel as per National guidelines; and
- 11.19 A Nationally Accredited Judge to represent The Rose Society of South Australia on the National Judges Panel every 2 years; and
- 11.20 Appoint delegates to the National Rose Society of Australia Annual General Meeting, or other meetings as required; and
- 11.21 Signing officers by name to operate the Society's bank accounts; and
- 11.22 Website Manager; and
- 11.23 Social Media Manager.

12. Insurance

The Council shall annually ensure that:

- 12.1 the Society has appropriate Public liability insurance cover of a minimum \$20 million;

- and
- 12.2 the Society's assets are insured; or an estimated amount to cover the replacement cost of the Society's personal property is set aside, if it deems the insurance of that property to be too costly or impracticable; and
- 12.3 Directors and Officers Insurance is provided for the Members of the Council and Branch Officers, and other Members with delegated responsibilities.

13. Life Membership

- 13.1 The President, at the November meeting, shall call for recommendations for Life Membership and the notice shall be included in the January edition of the Bulletin; and
- 13.2 Life Membership nominations shall be considered at Council's May and/ or June Council Meetings.
- 13.3 Partners of a Life Member shall not pay any subscriptions.

14. Subscriptions

- 14.1 The Council shall, each year at its November meeting, consider the Annual Subscription to be paid by Members.
- 14.2 Council at its November meeting will discuss and approve Honorariums for the Treasurer, Secretary, Bulletin Editor, and any others deemed necessary.

15. Badge

- 15.1 The Badge of the Society as set out below shall be registered as a TradeMark.



- 15.2 The badge shall be available to the membership.
- 15.3 The Council shall from time to time determine the cost of the Badge.
- 15.4 The Council shall determine who shall use and display the Badge.

16. Approved Pruners

- The Council may approve Members of the Society as Society Pruners provided that
- 16.1 their pruning skills have been assessed and approved by two experienced Members of the Society; and
- 16.2 they are provided with a certificate which states that the holder has been approved by The Rose Society of South Australia Inc. as a pruner of roses; and
- 16.3 the certificate shall be issued each year after they have renewed their membership; and
- 16.4 the approval shall lapse if they cease to be a Member; and

- 16.5 the Secretary shall keep a register of Approved Pruners; and
- 16.6 Approved Pruners will be listed on the Society's Website with their permission.

17. Grievances

- 17.1 Any Member who is aggrieved by the actions of another Member and wants to raise it as an issue shall refer the matter in writing to the President.
- 17.2 The President shall refer the matter to the Member concerned.
- 17.3 The President shall endeavour to conciliate the matter with the two Members.
- 17.4 The President may call on any Member to assist in the conciliation.
- 17.5 The matter raised at the conciliation shall be confidential.
- 17.6 If the conciliation is not successful the President shall refer the matter to Council for consideration.
- 17.7 If the matter involves the President it shall be referred to a Vice President who will have the same powers as the President as noted above.