

**ARTICLES OF ASSOCIATION
FOR THE AUSTRALASIAN HAIR AND WOOL RESEARCH SOCIETY**

1. **NAME:** The name of the Association shall be The Australasian Hair and Wool Research Society (AHWRS) and it is incorporated in the state of Victoria.

2. **OBJECTS:** The objects and aims of the Association are:
 - To promote scientific research in hair and wool, skin biology and allied subjects through the study of individual humans, animals and model systems.
 - To provide a forum for interaction and information exchange between doctors treating patients with disorders of the skin and scientists working in the field of cutaneous research.
 - To enhance the treatment of people with disorders of the skin through making available the latest advances in research and diagnostic techniques.
 - To investigate possible sources of funding for skin research.
 - To establish links with the International Skin Research Societies, in particular the American Hair Research Society, the Japanese Hair Research Society, and the European Hair Research Society. In addition to establishing formal links with these societies, The Australasian Society of Hair and wool Research would aim to participate in joint meetings.

3. **MEMBERSHIP:**
 - A. 1. Those wishing to join the society should apply to the Secretary, naming one current members as proposer and enclosing a c.v. The names of such applicants will be distributed with the agenda for the annual general meeting (AGM). The Board will have authority to accept such candidates for membership, but will seek formal approval at the AGM by simple majority vote.
 2. Applications for membership shall be accompanied by an annual membership fee to be determined by the Annual General Meeting and only full financial members may vote at any meeting.
 3. That any person whose application for membership is rejected is given a full refund of the annual membership fee and written notification of the reasons for rejection and shall have the right to appeal.
 4. A register of members shall be kept showing in respect of each member his name, address and the date of commencement of membership.
 5. Membership shall be deemed to have ceased if a subscription remains unpaid three (3) months after it has become due.

6. The members of the Society are not and shall not be deemed to be partners in any respect and shall not be liable in any way for each other.

B. Class of Membership shall be as follows:

1. Ordinary members - being either medical practitioners currently working or who have formerly worked in the field of the treatment of the dermatological diseases of the hair and scalp and scientists whose work has relation to hair, wool and cutaneous biology. Full members may hold elective office, serve on committees, vote at Society meetings, sponsor new members, receive all publications of the Society and attend all meetings
2. Registrar/Trainee Members- being medical practitioners undergoing locally accredited post-graduate training in dermatology. Rights and privileges are the same as for Active Members except that they cannot hold office other than as a Registrar/Trainee member of the Board of Directors. A letter from your institutional head of department/college is required for this category of membership.
3. Associate Members - other persons with an interest in diseases of the skin and research into the skin. Rights and privileges are the same as for Active Members except that they cannot hold elective office, serve on committees, vote at Society meetings or sponsor new members.
4. Honorary Members - Any distinguished physician or scientist may be elected an Honorary member. Candidates for honorary membership are nominated by a committee of three active members of the Society. Honorary members will not pay dues and not be eligible to vote, hold office or serve on committees. They will receive publications of the Society and have the privilege of attending Society meetings.
5. Life Members - Any member in good standing who (i) has reached the age of seventy (70) years and has been a member of the Society for at least twenty (20) years, or (ii) has reached the age of sixty-five (65) years and is retired shall be eligible to be a Life Member. A Life Member shall continue to have all of the membership rights of his or her previous membership category. Life Members shall not be obligated to pay any membership dues or assessments, but they shall be obligated to observe all bylaws and administrative regulations of the Society. Any Life Member may be reinstated to his or her prior class of membership by the Board of Directors pursuant to the recommendation of the Membership Committee. Life Members are eligible to pay an annual fee to continue their subscription to the official journal of the ASDR

Note: Companies may make contributions to the Society and all members of companies may apply for membership on an individual basis.

- C. The annual contribution to the society the members make shall be fixed at the AGM and proposed changes to the fee will be notified at least one month in advance with the agenda.
- D. In genuine cases of financial hardship the Management Committee shall be entitled to waive or suspend subscriptions or nominate a lower level of subscription at its discretion.

4. MANAGEMENT:

The management of the Society shall be vested in a Management Committee consisting of the honorary officers and two (2) other members. No member of the Management Committee shall be appointed to any salaried office of the Society or any office of the Society paid by fees and no remuneration or other benefit in money of money's worth shall be given by the Society to any member of the management Committee except repayment of out-of-pocket expenses, interest at a rate not exceeding interest at the rate for the time being charged by Bankers in Melbourne for money lent to the Society and reasonable and proper rent for the premises let to the Society.

5. OFFICE BEARERS:

The Office Bearers shall consist of a President, President Elect, Secretary, Treasurer and such other officers as shall be decided by the members of the Society at any Annual General Meeting. The Office Bearers and other members of the Management Committee shall be elected annually at the Annual General Meeting. Any casual vacancy occurring among the Office Bearers shall be filled by the Committee and the person so appointed to fill such vacancy shall hold office for the unexpired term of the member so replaced.

6. PROCEEDINGS OF THE MANAGEMENT COMMITTEE:

- A. The Management Committee shall meet together at least three (3) times per annum for the despatch of business, adjourn and otherwise appoint and regulate its meetings as it thinks fit. The President may at any time and the Secretary on the requisition of any two (2) members of the Committee summon a meeting of the Committee.
- B. Questions arising at any meeting of the Committee shall be decided by a majority of votes of those present and a determination by a majority of the members of the Committee present shall for all purposes be a determination of the Committee. In case of an equality of votes the Chairman of the meeting shall have a second or casting vote.
- C. The continuing members of the Committee may act notwithstanding any vacancy in the Committee, but if and so long as their number is reduced below the number fixed by or pursuant to the Rules as the necessary quorum, the continuing member or members may act for the purposes of increasing the number of members of the Committee from amongst the members, which they are hereby empowered to do, or of summoning a general meeting of the Society, but for no other purpose.
- D. In particular, the Management Committee shall regulate from time to time and in any way it sees fit those persons who may represent the Society in dealing with the media, medical profession and members of the public.

7. VACATION OF OFFICE:

The office of a member of the management committee or of a trustee shall become vacant:

- A. If that member of the committee be declared unfinancial.
- B. Upon his decease.
- C. If he becomes bankrupt or makes any arrangement or composition with his creditors generally.
- D. If he becomes mentally ill or a person whose person or estate is liable to be dealt with, in any way, under the law relating to mental health.
- E. If he resigns his office by notice in writing to the Society.

8. FINANCIAL YEAR:

The financial year shall conclude on 30 June in each year.

9. ANNUAL GENERAL MEETING:

The Annual General Meeting of members shall be held within eight (8) weeks of the end of the financial year, when the Annual Report and financial statements shall be presented.

10. SPECIAL GENERAL MEETINGS:

Any two (2) members of the Management Committee may at any time convene a Special General Meeting of the Society. Special General Meetings shall also be convened by the Secretary upon the written request of not less than five per centum in number of the members of the Society and shall be held within a period of one month from the date of receipt of the request.

11. QUORUM:

At meetings of members a quorum shall consist of six (6) members and at a Management Committee Meeting shall consist of three (3) members. Should within half an hour of the time set down for a meeting to commence, a quorum be not present, then the meeting shall be adjourned to the same time and place seven (7) days later or to a place and to a time within one month of the date of such meeting, to be determined thereat. If at such adjourned meeting a quorum be not present, then those members attending shall be deemed to be a quorum, provided the number of such members is not less than three (3).

12. PROCEEDINGS AT GENERAL MEETINGS:

- A. The President or President Elect shall preside as Chairman at every General Meeting of the Society, but if he is not present within fifteen minutes after the time appointed for the holding of the meeting or is unwilling to act or if the President Elect is not present or willing to act then the members present shall elect one of their number to be chairman of the meeting, a simple majority sufficing.
- B. The Chairman may, with the consent of any meeting at which a quorum is present (and shall if so directed by the meeting), adjourn the meeting from time to time and from place to place but no business shall be transacted at

any adjourned meeting other than the business left unfinished at the meeting from which adjournment took place. When a meeting is adjourned for thirty days or more notice of the adjourned meeting shall be given as in the case of an original meeting. Save as aforesaid it shall not be necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.

- C. At any General Meeting a resolution put to the vote of a meeting shall be decided on a show of hands unless a poll is (before or on the declaration of the result of the show of hands) demanded by the Chairman or by at least three (3) members present. Unless a poll is so demanded a declaration by the Chairman that a resolution has, on a show of hands, been carried or carried unanimously, or by a particular majority, or lost, and an entry to that effect in the book containing the minutes of the proceedings of the Society shall each be conclusive evidence of the facts without proof of the number or proportion of votes recorded in favour of or against the resolution. The demand for a poll may be withdrawn.
- D. If a poll is duly demanded it shall be taken in such manner and either at once or after an interval or adjournment or otherwise as the Chairman directs and result of the poll shall be the resolution of the meeting at which the poll was demanded but a poll demanded on the election of a Chairman or on a question of adjournment shall be taken forthwith.
- E. In the case of an equality of votes, whether on a show of hands or on a poll, the Chairman of the meeting at which the show of hands takes place or at which the poll is demanded shall be entitled to a second or casting vote.
- F. Each full financial member present and voting at a General Meeting of the Society shall have one vote.

13. NOTICE OF MEETINGS:

The Secretary shall give at least seven (7) days notice in writing to all General Meetings to the members of the Society specifying the place, the date and the hour of the meeting and the general nature of the business to be dealt with at that meeting.

14. FUNDS:

- A. All moneys received by the Society shall be deposited intact at the earliest possible date to the credit of the Society's bank account. Receipts for moneys received shall also be issued promptly.
- B. All payments made by the Society shall be paid by cheque signed by any two (2) of the President, President Elect, Secretary and Treasurer.

15. AUTHORISATION OF ACCOUNTS:

All accounts shall be presented to and passed for payment at a Management Committee Meeting and full details of all such approvals shall be entered in the Minute Book.

16. MINUTES:

The Management Committee shall cause minutes to be made:

- A. Of all appointments of Office Bearers and members of the Committee.
- B. Of the names of members of the Committee present at all meetings of the Society and of the Committee.
- C. Of all proceedings at all meetings of the Society and of the Committee.

Such minutes shall be signed by the Chairman of the meeting at which the proceedings were held or by the Chairman of the next succeeding meeting.

17. EXPULSION OF MEMBERS:

A member may be expelled from membership of the Society by the Management Committee, if in the opinion of such Committee, after affording such member an opportunity of offering the Committee an explanation of his conduct either verbally or in writing as the Committee may decide, the conduct of the member is such as to be detrimental to the best interests of the Society, provided that:

- A. Such expulsion shall not be effective unless it is confirmed by a majority of members present at a Special General Meeting of members convened to consider the expulsion.
- B. Such Special General Meeting is held within a period of one month from the date of the decision of the Management Committee to expel the member.
- C. At such Special General Meeting the member whose expulsion is under consideration shall be allowed to offer an explanation of his conduct verbally or in writing at the option of such member.
- D. The voting at such Special General Meeting shall be by ballot if not less than five (5) full members present thereat shall so demand.
- E. It shall be in the power of the Committee to exclude such member from participation in the affairs of the Society until such Special General Meeting shall be held.

18. DISSOLUTION:

- A. The Society shall be dissolved in the event of membership less than five persons or upon the vote of a three-fourths majority of members present at a Special General Meeting convened to consider such question.
- B. Upon a resolution being passed in accordance with paragraph (A) of this rule, all assets and funds of the Society on hand shall, after the payment of all expenses and liabilities, be handed over to such registered or exempted charity or charities as a simple majority of the members at the Special General Meeting, may decide.

- 19.** A notice may be given to any member either personally or by sending it by post to him at his address registered with the Society or if he has no registered address to the place of abode of the member last known to the Management Committee. Where a notice is sent by post, service of the notice shall be deemed to be effected by properly addressing, prepaying and posting a letter or an envelope containing the notice and to have been effected, in the case of the notice of meeting, on the

day after the date of its posting and in any other case the time at which the letter would be delivered in the ordinary course of post.

- 20.** Assets and Income of the Society shall be applied solely to the furtherance of its objects and no portion shall be distributed directly or indirectly to its members, except as bona fide compensation for services rendered or expenses incurred on behalf of the Society.
- 21.** Any or all assets remaining after full settlement of all just debts and liabilities incurred by the Society shall be disposed of only to such funds, authorities or institutions approved by the Commissioner of Taxation under sub-section (i) or (ii) of section 78(1) (a) of the Income Tax Assessment Act 1936, as amended.