

Ulysses Club Inc.



Handbook for Members

2<sup>nd</sup> Edition.



## **PREFACE**

| There is no greater realisation of the need for Ulysses Club Inc. to have a guidebook than to perform the duties of the National Secretary.

In this role one is regularly asked the same or similar questions on club procedures and policies from branches and individual members.

As well as the frequently repeated questions there was also the awareness that a number of branches and particularly new members knew little of the history of the Club and its inherited traditions and changes developed over many years by successive National Committees.

In filling the role of National Secretary for five years I developed and relied on a number of information sheet attachments to answer many of the email enquiries supplemented by additional individual explanations.

What better way is there to disseminate this important information for the members than to compile it all into one readily available Ulysses Club Inc. Guidebook?

To produce the guidebook the National Committee needed to identify a member with the knowledge, time, skills and the expertise to research, compile and create such a document.

Rick Bedford, the immediate past National President volunteered to create the guide. As is evidenced in the book Rick has produced an invaluable asset for the Club.

| I commend Rick for a first class quality product and on behalf of the Club wish to express our heartfelt thanks.

Kim Kennerson,  
National President,  
Ulysses Club Inc.



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## INTRODUCTION.

This guidebook has been a long time in the making. Its production was first suggested by then National President, Gary Vandersluis in 1998, who voiced a desire to compile such a volume on his retirement from the National Committee. Business pressures and other commitments though precluded Gary from finding the time to embark on this venture, and the idea lapsed.

Successive committees discussed production of the Guidebook, again without anyone knuckling down and commencing the task of research and compilation, until in 2003 I allocated the task to committee member Bob Rollo. Bob then set about researching the National Committee, AGM and Extended Natcom minutes and commenced compilation of a list of resolutions and motions. Bob retired from the National Committee at the Geelong AGM in 2004, and the research task was passed onto new committee member Pete Williams to complete. In 2005 Pete presented a folder to the National Committee containing the fruits of his and Bob's labours. Their tasks were not made any easier by the fact that the Club's earlier minutes, right up until the late 90's contained little detail of policies or issues under discussion.

In my time as National Vice President, and then as National President, I became a "bush lawyer" authority on the Club's Constitution. My background as a law instructor with both the South Australian Police and Queensland Police services gave me the ability to read, dissect and understand the various components of the Constitution. In 2004 I represented the National Committee on a Constitution Review Sub-committee, which resulted in a full review of the Constitution and the presentation of 15 Special Resolutions to amend the Constitution to the AGM at Canberra in March 2005.

When my tenure as National President was drawing to a close, I was advised by previous National Committee members that after so long on the Natcom, I was likely to feel that there was a void in my life when I was no longer involved in the day to day running of the Club, so I volunteered to finally bring Gary Vandersluis' dream to fruition and compile this guidebook.

This book is a guide for members and branch officials, and whilst its contents are as accurate as possible, any questions arising from the guidelines in the book should be directed to the National Secretary.

My heartfelt thanks go out to Bob Rollo and Pete Williams, for the painstaking and time consuming research on the minutes, as well as to Stephen Dearnley and Tom Dudley for their help in matters historical, and Kim Kennerson for proof reading and corrections. Special thanks to Ian Rawlings for his support, advice and friendship over the years.

Rick Bedford  
Member No. 7481.  
Past National President,  
Ulysses Club Inc.



## **THE CLUB.**

The Ulysses Club Inc. was formed in December 1983, when the five founding members first met at the Elizabeth Hotel in Sydney. From that meeting a draft Constitution was adopted, and the three basic principles or purposes of the Club were formulated. These three principles are:-<sup>1</sup>

- (a) To provide ways in which older motorcyclists can get together for companionship and mutual support;
- (b) To show by example that motor cycling can be an enjoyable and practical activity for riders of all ages;
- (c) To draw the attention of public and private institutions to the needs and views of older riders.

These original purposes are entrenched in the Club's Constitution and have stood the test of time unchanged.

At that initial meeting, the five founding members became an interim management committee, until 2 months later, on the 7<sup>th</sup> February 1984, 11 of the Clubs total membership by that stage of 25 members, attended the Club's first annual general meeting, formally electing the very first National Committee, and adopting the Club's Constitution.<sup>2</sup>

Since that time, the Club has grown to its present strength of membership numbering in the mid twenty thousands, with over 130 branches spread throughout Australia. Additionally, developments in recent years have seen Ulysses clubs form in South Africa, Norway, Canada, Vietnam, UK and Germany to join Australia and New Zealand Ulysses Clubs in an international fraternity.<sup>3</sup> The Ulysses Club of New Zealand was formed in 1988 when the New Zealand branch of the Australian club became a club in its own right.

## **THE CONSTITUTION.**

Over the years the Club's Constitution has undergone changes and amendments, the most significant change being the adoption of the present Constitution at a Special General Meeting held in October 1987.<sup>4</sup> Since that time there have been further amendments to the Constitution to ensure that it remains a workable set of rules and information to govern the Club effectively.

The rules of the Constitution may only be altered, rescinded or added to by a special resolution<sup>5</sup> of the members of the Club in General Meeting, normally the Annual

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<sup>1</sup> Ulysses Club Constitution, Section 2.

<sup>2</sup> The Ulysses Story by Stephen Dearnley. Pp 12 – 14.

<sup>3</sup> National Committee Minutes, 29/6/96, item 11.3

<sup>4</sup> The Ulysses Story by Stephen Dearnley. Pp 31.

<sup>5</sup> Ulysses Club Incorporated Constitution – Amended March 2005. – Section 83.



General Meeting or a Special General Meeting<sup>6</sup> called for such a purpose. There are strict requirements for such meetings, requiring notices of the meeting to be sent out to all members stating the business of the meeting and any special resolutions.

The Constitution covers topics such as the powers of the club, membership criteria, committees – elections and duties, meetings, life membership and discipline. It is interesting to note that whilst the Constitution tries to cover everything for the running of the club, it is not without some grey areas, and will in the future need further amendment.

This guidebook will not try to dissect the Constitution. The Constitution is a document which must be read carefully, and there are very few sections contained within it that can be read in isolation, without reference to other parts of the document. Some members quite often make the mistake of reading a particular section of the Constitution without reading and understanding other parts of the document which might also refer to the particular issue that they are seeking an explanation of or answer to.

One very important section of the Constitution is Section 89<sup>7</sup>. This section enables the National Committee to interpret the meaning of the rules in the Constitution, and to reduce that interpretation or decision to writing in the National Committee minutes. Once done, the interpretation or decision is final and conclusive.

The Constitution sets out at the very beginning by defining various parts of the structure of the club.

*“Club” means the total body of members wherever resident constituted by their rules as the Ulysses Club Incorporated.*<sup>8</sup>

There is but one Ulysses Club, a club which we all joined. Many members will refer in conversation or publication to their particular branch as their club, e.g. “The Outer Western Oodnadatta Ulysses Club”, which is erroneous. Branches are branches of the one club defined in the Constitution, and should always be referred to as a branch, e.g. “The Outer Western Oodnadatta Branch of the Ulysses Club Inc.” or “Ulysses Club Inc – The Outer Western Oodnadatta Branch”.

*“Member” means a person who has been granted Life Membership or, has been approved for membership by the National committee and has paid all monies due.*<sup>9</sup> Membership is also covered by Sections 5 through to 9 of the Constitution. When a person applies to join the club and pays the appropriate fees, the membership application is not actually approved until the next meeting of the National Committee.<sup>10</sup>

<sup>6</sup> Ulysses Club Incorporated Constitution – Amended March 2005, Section 62

<sup>7</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 89,

<sup>8</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 1,

<sup>9</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 1.

<sup>10</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 5 (c).



Even though the National Administration office will quite often process the application and send out the person's welcome package and membership card, that person is not a member until the application has gone before the National Committee meeting. Whilst approvals are generally rubber stamped, there have been occasions where membership has been rejected and fees returned to the applicant because they have failed to meet membership criteria or have been assessed as un-desirable.



## NATIONAL ADMINISTRATION.

### THE NATIONAL COMMITTEE.

*“National Committee” means the Committee elected as provided by the rules for the management and control of the Club and its funds.*

The National Committee (often referred to as Natcom) is elected each year at the Club’s Annual General Meeting<sup>11</sup>. All committee members are elected for one term<sup>12</sup>, and provided that they have complied with the nomination requirements<sup>13</sup> may stand for re-election. The committee consists of the National President, National Vice-President, National Secretary, National Treasurer and three ordinary committee members. The National Committee is charged by the Constitution with the management of the Club, exercising all such functions as required, and has the power to perform all such acts and do all such things apparent to the Committee to be necessary or desirable for the proper management of the Club and its affairs.<sup>14</sup>

The National Committee is given full management duties by the Constitution to run the Club.<sup>15</sup> Some of these duties and responsibilities include carrying on or engaging in any business or undertaking or project to further the purposes for which the club was established. It may communicate, affiliate or enter into other relations, formal or informal with other clubs, associations or bodies. Purchase, take on lease, hire etc. all real or personal property or rights or privileges. It may sell, improve, develop, lease or hire out, dispose of etc. or otherwise deal with all or any part of the real and personal property and the rights and privileges of the club, and do all such things as are incidental or conducive to the attainment of the purposes of the Club.<sup>16</sup>

The National Committee is required to meet at least 6 times in each period of 12 months. One of those meetings can be the Extended National Committee meeting held in conjunction with the Club’s AGM Event.<sup>17</sup> Reasonable travel costs are paid to the elected members of the committee with the exception of travel to the AGM. Additionally, the national committee may approve the reimbursement of travel expenses for ex-officio members of the committee, such as the National AGM Event Coordinator to attend such meetings.

<sup>11</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 61(d).

<sup>12</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Sections 24, 26 & 33(a).

<sup>13</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 34.

<sup>14</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 23.

<sup>15</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 23.

<sup>16</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 2.1

<sup>17</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 47.



## **NATIONAL ADMINISTRATION OFFICE.**

The Club through the National Committee has established a national office staffed by paid employees to administer the day to day operations of the Club. The office can be contacted by telephone on 1300 134 123 (cost of a local call), or (02) 4647 7772, fax (02) 4647 7740, or by email at [administration@ulysses.org.au](mailto:administration@ulysses.org.au). The postal address of the office is PO Box 3242, Narellan D.C. N.S.W. 2567. The office is manned between the hours of 9am to 5pm, Monday to Friday. Because of the nature of the Club's tenancy and the amount of work generated by such a large membership, members are not encouraged to go to the office. However if members feel it necessary to do so could they first phone ahead on 1300 134 123

## **EX-OFFICIO POSITIONS.**

The term "ex-officio" is one that is used in legal procedures, and when relating to a person means quite simply "by virtue of his position." The National Committee may from time to time appoint members as "ex-officio" members of the committee, and such appointments have included the Editor of the club journal Riding On, and the National AGM Event Coordinator. By virtue of Section 89 of the Constitution, the National Committee many years ago decided that an "ex-officio" appointment to the National Committee meant a "non-voting position"<sup>18</sup>. In other words, whilst the Riding On Editor and the National AGM Event Coordinator are appointed members of the committee, they are not empowered to propose or vote on any business of the committee which would normally require the elected members to vote upon.

## **CLUB LOGO.**

The Club logo was originally designed by Peter Thoeming, then editor of Bike magazine,<sup>19</sup> and it was adopted by the founding committee as the Club logo, in its original hand drawn form. The logo is a registered trademark, as is the term "Grow Old Disgracefully" when used in conjunction with the trademark.

Some members in the past have attempted to "clean up" the logo by converting the printing to typewritten style, or have coloured in portions of the logo. Such alterations are not permitted.<sup>20</sup> The logo is registered as two coloured,<sup>21</sup> either black on white or white on black, although the National Committee has the discretion to allow variations of this two colour theme, such as white on navy blue, white on denim blue etc.

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<sup>18</sup> Source Tom Dudley, Member 21, National President 1987 – 1994.

<sup>19</sup> The Ulysses Story by Stephen Dearnley, pp 11.

<sup>20</sup> National Committee Minutes, 11/10/92.

<sup>21</sup> National Committee Minutes, 26/4/92.



The logo is able to be used by branches as part of a branch logo,<sup>22</sup> and is also able to be used on licence by persons in a commercial enterprise of producing Club regalia, on licence from the National Committee.<sup>23</sup> In both instances it must be used in its entirety.

### **Rockers or Other Inappropriate Badges.**

Members should not wear inappropriate badges on a garment near the logo, e.g. such as a swastika.<sup>24</sup> Additionally, when the large Club logo is worn on the back of a jacket, shirt, vest or other garment, it must not be displayed with any other patch or badge or rockers.<sup>25</sup> This rule was introduced in March 2005 in response to serious threats to the safety and well being of club members by motor cycle gangs, often referred to as “patch clubs”, “1%’ers”, “Outlaws” or “bikie” gangs. The wearing of other such items in conjunction with the Club logo on the back of a vest or jacket etc. may subject the offending member to expulsion from the Club. This rule does not apply to patches or badges worn on the front of a vest or jacket.

### **RIDING ON Journal.**

The Riding On journal is an official publication of the Club, and is published 4 times per year, in February, May, August and November. The name “Riding On” is a registered trademark of the Club.<sup>26</sup> Every member of the Club receives a copy of the journal. The journal is produced by a publishing company which recovers much of the costs of production from advertising in the journal, subsidised by payment from the Club from membership funds.

Journal content is controlled by the Editor, who maintains all editorial control subject to National Committee scrutiny. Generally, much of the content is sourced by the editor, and anything deemed to be contentious is submitted to the National Committee for approval to publish.

Because of the costs involved in conducting a mail out of notices to all members, the Riding On journal is also used for official notices, as cost of sending the journal to all members is already budgeted for. Some members from time to time question the need for each member in a household to receive a journal, but as it contains official notices, this procedure is a considerable cost saving over mailing out such notices to all members.

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<sup>22</sup> National Committee Minutes, 16/1/99 item 5.5, 20/10/00 item 6.4, 13/11/04 item 21.5

<sup>23</sup> National Committee Minutes, 11/10/92,

<sup>24</sup> National Committee Minutes, 31/3/01 item 6.5.

<sup>25</sup> National Committee Minutes, 31/3/00 item 9, 11/3/05 item 20.1

<sup>26</sup> National Committee Minutes 7/10/05, item 7.10



## **MEMBERSHIP.**

### **Criteria.**

**Membership of the Club is open to any person, subject to the National Committee approval, who has attained the age of 40 years and who holds a current motorcycle licence.<sup>27</sup> The National Committee has also ruled that applicants who are resident in those States that allow the riding/driving of a motorcycle trike whilst only holding a car licence will also be allowed to join the Club on production of their trike registration papers and proof of age. Additionally, the spouse or regular companion of a member, who has also attained the age of 40 years, may also be admitted as a member on application.<sup>28</sup> Spouse in this section is generally held to mean husband or wife, putative spouse or de-facto husband or wife, or full time partner (not business partner).**

**As well as the above criteria, a person who used to once have a motorcycle licence and is over 40 years, but who no longer holds that motor cycle licence because of age, physical infirmity or other acceptable cause may also be admitted as a member of the Club. The application to join under these criteria though, must satisfy the National Committee that he or she has held a prior longstanding interest and involvement in motor cycling.<sup>29</sup>**

**A membership application to join the Club must be completed in full, and must be accompanied by a photocopy of the applicant's licence to show that the person holds a motor cycle licence and also verifies the person's age. Alternatively, a duly signed and witnessed Statutory Declaration stating the person's identity, date of birth and motorcycle licence details may be submitted in lieu of the photocopied drivers licence. Additionally, a person joining the club as a spouse or companion of a member must provide proof of age documentation with the application.<sup>30</sup>**

**An application for membership must be accompanied by the joining fee and membership dues as set by the National Committee from time to time. Membership dues are paid triennially, that is every three years.<sup>31</sup> Depending on the month of joining it is possible the initial membership term is less than three years.**

**Branches are advised that where a prospective member applies to join the club through a branch, and submits the membership application along with the joining fee and triennially subscription amount, the branch official responsible is required to submit the application form, along with a photocopy of the applicant's driver's licence, or proof of age document in the case of a spouse of a member, and the complete amount of money received to the Administration Office. Branches are not**

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<sup>27</sup> Ulysses Club Incorporated Constitution – Amended March 2005, Section 5.

<sup>28</sup> Ulysses Club Incorporated Constitution – Amended March 2005, Section 5

<sup>29</sup> Ulysses Club Incorporated Constitution – Amended March 2005, Section 8

<sup>30</sup> National Committee Minutes, 3/2/01 item 12.6.

<sup>31</sup> National Committee Minutes, 28/06/08 – Triennial Membership



**to retain the joining fee, but are to submit it to the National Administration Office with the subscription amount.<sup>32</sup>**

**The National Administration Office will reimburse the joining fee to the branch at a later date.**

### **Life Membership.**

Life membership of the club is a prestigious award granted in recognition of a member's meritorious service. The criteria set down by the National Committee, and added to by amendments to the Constitution,<sup>33</sup> require that a nominee for life membership has:-

- (a) Been a member of the club for a period of at least 10 years;
- (b) Has rendered outstanding service to the club over a significant period;<sup>34</sup>
- (c) Has been nominated and seconded by two members. This nomination must be posted to the National Secretary not later than 30<sup>th</sup> December, and must contain full details in support of the nomination.
- (d) If the National Committee agrees with the nomination, it shall then be presented to the Extended National Committee Meeting held during the course of the upcoming AGM Event, for consideration and approval.
- (e) Appropriate exceptional circumstances may be accepted by the National Committee as valid criteria even if points (a) or (b) are not fully met.

### **Register of Members.**

The club maintains a member database for the benefit of streamlined administration and financial management of the club. Additionally, this database meets the requirements of the Constitution for keeping a Register of Members.<sup>35</sup>

### **Purging of Members.**

Each year, members who have not renewed their membership when due, will have their details marked as un-financial on the Club database, and will no longer be eligible for any privileges or services as a member of the Club.

### **Re-issue of Old Membership Number.**

Any former member of the club, who has let his or her membership lapse and has been expunged from the membership register as of three months after the membership expired, can apply to have their old membership number re-issued upon re-joining the club. A former member re-joining the club must pay a joining fee and if requiring their old membership number to be re-issued must pay the membership fee current at the time of application, plus all subscriptions owed back

<sup>32</sup> National Committee Minutes 23/06/02, item 6.5.

<sup>33</sup> Ulysses Club Incorporated Constitution – Amended March 2005, Section 85.

<sup>34</sup> National Committee Minutes 19/7/92.

<sup>35</sup> Ulysses Club Incorporated Constitution – Amended March 2005, Section 10



to the date the original membership expired, subject to the discretion of the National Committee.<sup>36</sup>

### **Senior and Junior Membership.**

Until a member attains the age of 50 years, he or she shall be deemed to be a Junior Member, but nevertheless has full membership rights and privileges.<sup>37</sup>

### **REGALIA.**

The Club has sourced and obtained a range of products bearing the Club logo or otherwise for sale to members. A member of the national committee fills the portfolio of Purchasing Officer as the need be, and it is that person's role to oversee the running of the national Gear Shop, source new items, approve purchase orders and re-stocking of the shop, and recommend the discontinuance of items not selling in sufficient numbers.

It is imperative that the Gear Shop does not run at a loss, but also that sufficient stock is held to enable quick despatch to members who purchase same. Whilst the Gear Shop is established to not run at a loss, it may be said that it is run as a service to members. The small profit from the Gear Shop sales is intended only for covering costs of running the shop, eg. The payment of wages for the despatch clerk, cost of packaging materials etc.

Any inquiries in relation to regalia or items in the club catalogue can be made to the National Administration Office, or to the Purchasing Officer as advised in the Riding On from time to time.

### **Purchase by Branches.**

Branches are able to purchase club regalia at a reduced price for resale to their members at the retail price set by the National Committee. This enables branches to on-sell regalia to branch members at a profit to enable the branch to fund their own activities as they see fit. Branches are required to comply with the conditions set down by the National Committee for the sale of regalia. These conditions are:-<sup>38</sup>

- (a) Regalia are for sale only to Ulysses Club members.
- (b) Retail price will be set and published by the National Purchasing Officer.
- (c) Branches wishing to participate must nominate a person who will be responsible for regalia sales.
- (d) Branch payments for regalia can be made by any legal form of tender excepting cash<sup>39</sup>.

<sup>36</sup> National Committee Minutes, 27/10/01, item 16.9

<sup>37</sup> Ulysses Club Incorporated Constitution – Amended March 2005, Section 5.1

<sup>38</sup> National Committee Minutes, 9/10/99, item 14.4

<sup>39</sup> National Committee Minutes, 29/7/2006, item 19.7



Branches wishing to produce their own regalia, e.g. a branch shirt bearing the branch logo, are advised that the branch is fully responsible for sourcing and all payments due for such products. Furthermore, any branch logo must be approved by the National Committee, as well as any merchandise that bears the Club logo.<sup>40</sup>

Some non members have obtained and wear club regalia. There is no entitlement at law for the Club to recover club regalia from former members who legally purchased such items. It is also a custom for non member spouses or companions of member to wear club regalia, and the following decision was inserted in the National Committee minutes in 1997. “Only Club members and their spouses/partners/regular companions over 40 years of age are eligible to wear Club regalia.” The National Committee felt that this rule complied with the spirit intended by the Club founders.<sup>41</sup>

### **PUBLIC LIAISON.**

The National Committee nominates a person or persons to fill the role of Public Liaison or Motorcycle Safety Representatives on various bodies, such as the Australian Motorcycle Council, NSW MCC, VMAC, SAMAC, and the ATSB Motorcycle Consultative Committee. Over recent years major advances have been made in these areas with responsible members able to make the Ulysses Club’s voice heard on a number of issues involving motorcycle safety and motor cycling in general. Any member wishing to become involved in this type of activity or wishing to represent the club in an official capacity on any such body must contact the National Public Liaison officer as advised in Riding On, or the National Secretary.

### **CLUB WEBSITE.**

The Club provides a website for the benefit of members. This website is a sophisticated interactive website, with many sections available to members only. Login details are controlled through interaction with the national Club database.

As the website is an official publication of the club, with full viewing access to all members, and limited access to the general public, it has become necessary to appoint moderators to monitor areas such as the Club Notice Board and Discussion Forums, to safeguard the Club’s liabilities. Use of the club website may be governed by rules formulated and published by the National Committee from time to time, and any person using the website agrees to abide the conditions contained within those rules.

The website is linked to the National Gear Shop, and allows purchases of regalia with secure payment by credit card, and also the application for and renewal of

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<sup>40</sup> National Committee Minutes, 20/10/00, item 6.4

<sup>41</sup> National Committee Minutes, 25/1/97.



membership, again with secure credit card payment. The website can also be used to register for AGM Events.

## **INSURANCE.**

As with any entity, the Club is required to hold insurance policies to cover various contingencies.

### **Public Liability Insurance.**

The Club holds a public liability insurance to cover any Ulysses Club Inc. organised event, where other insurance does not cover the activities. This includes events organised and conducted by branches of the Club, whether alone or in concert with any other persons or organisations. Whilst another body may hold public liability insurance on a particular venue, the Club may be named as an interested party as well in any claim arising from the conduct of the event. Events must be under the auspices of a branch with the approval of the branch committee.

Any branch organising an event where members of the public are to be admitted whether freely or by payment of an admission should seek advice from the National Secretary pertaining to approval to run the event, and also obtain a copy of the appropriate Public Liability Insurance certificate.

One clause in the Public Liability Insurance policy that has significance to Branches is: ***Participation Exclusion*** – *this policy does not cover liability in respect of personal injury or property damage or of any person caused by or arising out of the participation of such person or his/her property in any game, match, race, practice or trial.*

### **Association Insurance**

The Club also holds a policy which covers all office holders, committee members and employees, past, present and future, for loss arising from a wrongful act or alleged wrongful act, when those persons are acting on behalf of the Club and acting in good faith.

## **ANNUAL GENERAL MEETING & EVENT.**

The Club's Annual General Meeting is held each year between January 1<sup>st</sup> and June 30<sup>th</sup>.<sup>42</sup> The purpose of the AGM is to affirm minutes of the previous meeting, receive reports, consider the financial statements for the year ended December 31<sup>st</sup> previous, and to elect office bearers.<sup>43</sup>

Each year the AGM is held at a different location. The AGM Event locations are chosen by the National Committee and ratified by the Extended Natcom meeting,

<sup>42</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 58.

<sup>43</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 58



usually 3 years prior to the event being held. The AGM event has formal fixtures running for three days of the event, namely the Extended Natcom meeting held on the Friday, the Friday night “Meet and Greet” social and meal, the Grand Parade and Opening Ceremony on the Saturday morning, and the Annual General Meeting itself on the Saturday afternoon. These are followed by the Saturday night dinner and associated dance or entertainment, and the Sunday morning church service and finally the closing ceremony after the church service.

Additional to these fixtures, trade displays, bike test rides, organised rides, social gatherings and karaoke concerts have been included in past events by the host committee starting as early as the Monday preceding the actual meeting weekend, for the benefit and entertainment of visiting members. Club members travel from all over the country, as well as overseas members many of them from our sister clubs in New Zealand, Canada, Norway, South Africa, Germany, UK, and Vietnam to attend the week long gathering. The organisation of such a huge event, with numbers now exceeding 5000 attendees takes up a lot of time and effort by the host committee and the National Committee, hence the three year lead up to each particular AGM.

Members not planning on camping “on site” at an AGM Event, are advised to contact the host committee to ascertain hard bed accommodation booking services, and to check the information published in the Riding On and on the national website.

Members are encouraged to attend the AGM Event and experience the whole atmosphere, environment and ambience of gathering together with several thousand like minded individuals, all intent on having a great time. Members are also encouraged to attend the actual Annual General Meeting itself and involve themselves in the business of the Club and election of the National Committee.

### **National AGM Event Coordinator.**

The National AGM Event Coordinator is an “ex-officio” appointment to the National Committee. His/her role is to assist the National Committee and the AGM host committee with advice and guidance in relation to the conduct of AGM and related events, to devise policy and make recommendations to the National Committee on proposed policies. The National AGM Event Coordinator also visits and assesses the suitability of venues and host committee members for proposed future AGM events, and prepares documentation to assist in these matters.

Additionally, the National AGM Event Coordinator will establish and maintain on going relations and liaison with various contractors for the provision of services to the club relating to AGM Events. He or she will also maintain liaisons with manufacturers and distributors of motor cycling related products and other products or services as the need may be, for the benefit of the club and its members.



All costs incurred by the National AGM Event Coordinator whilst acting in that capacity, subject to scrutiny by the National Committee, are reimbursed to him or her.

Contact details for the National AGM Event Coordinator are published in each edition of Riding On.

### **Hosting an AGM.**

Any branch considering applying to host an AGM & AGM Event should initially contact the National Secretary or the National AGM Event Coordinator to seek advice on such an endeavour. An AGM Event Kit which outlines the minimum requirements for venues, locations and various other matters is available from the National AGM Event Coordinator. The National AGM Event Coordinator will also assess the branch's proposal for suitability to conduct the event, and provide feedback on all matters involved in the proposal, as well as advice on areas that need improving, updating or are not suitable for the proposed event.



## **BRANCHES.**

When the Club was first formed in 1983, there was only one club, centred in Sydney, but before long there was seen to be a need to have branches of the Club to serve the needs of members in their local geographical area. By September 1984,<sup>44</sup> a branch had been formed in Melbourne, followed not long after by Darling Downs in Queensland, and then Brisbane Branch. Since those shaky beginnings, the Club has grown to a strength of over 138 branches.

Branch is defined in the Club's Constitution as meaning "*a branch of the club established at any place in a State or Territory of the Commonwealth of Australia or such other place or places as the National Committee may determine*"<sup>45</sup> Branches of the Club can only be formed with the approval of the National Committee,<sup>46</sup> who may also withdraw such approval and charter.

Up until 2001, there existed in the club both branches, sometimes referred to as formal branches, and Groups. Groups were a gathering of members who had the approval of the National Committee to be formed and conducted themselves as a branch, but strictly had no recognition in the Constitution. The National Committee in 2001 decided that all Groups would from then on be recognised as branches, in order that their office holders be covered by insurance, and the branch given full recognition as defined in the Constitution.

### **Forming a new branch.**

Members considering forming a branch of the club should first request from the National Secretary an information document, and seek advice regarding the location of the proposed branch, proximity to other branches etc.

Additionally, before a new branch can be formed or operate, it must be approved by the National Committee at a National Committee meeting.<sup>47</sup>

Branch names must be approved by the National Committee, and will only be allowed the use of the State name in it to indicate a geographical location that aptly describes the location of the branch.<sup>48</sup> An example would be "Ulysses Club Inc.

<sup>44</sup> The Ulysses Story by Stephen Dearnley, pp 15.

<sup>45</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 1

<sup>46</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 28

<sup>47</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 28. National Committee Minutes, 20/10/00, Item 6.3. National Committee Minutes, 31/3/01, section 5.3

<sup>48</sup> National Committee Minutes, 26/10/02, items 16.2 & 16.3.



Kingston South Australia Branch” in order to distinguish it from Kingston Queensland.

Branches are given a charter to operate in the area approved by the National Committee. Should a branch move its location from where it was first sanctioned to operate, into an area where another branch exists, the National Committee will consider amalgamation of both branches to form a new branch<sup>49</sup>.

Where a branch becomes very large, or covers a very large geographical area, the National Committee will favourably look on the formation of a new branch in that large geographical area to better serve the needs of members in that area. For example, the area once covered by Brisbane and Darling Downs branches, now contains 11 branches, stretching from the Queensland – New South Wales border to the Sunshine Coast.

### **Branch Logo.**

Many branches design their own logo, for wearing on shirts, or displaying on a branch flag. There is also a banner produced containing many branch logos, which is displayed at the Annual General Meeting each year. Logos must be approved by the National Committee before being produced for wearing or display. A draft of the logo should be forwarded to the National Secretary to be tabled at a national committee meeting. It is a requirement that the wording on the logo is legible; it has been found a minimum diameter of 45 mm meets this requirement.

### **Branch Committee.**

Every branch is required to have a committee, either formally elected or informal by consensus, which subject to the rules of the Constitution, and to the direction of the National Committee, shall conduct the affairs of the Club at the place at which the branch is established.<sup>50</sup>

Branch committee's can take either of two forms, either a formally elected committee or an informal committee. Both are defined in the Constitution.

**Branch Committee** means the committee of a branch of the club, formally elected as provided by the rules for the conduct of the affairs of the branch.

**Informal Branch Committee** means where the members of a branch decide for any reason by consensus that the affairs of the branch are to be conducted on an informal Committee basis, those of their number chosen by them from time to time to so conduct the affairs of the branch, and the description “Branch Committee” shall be read as meaning “Informal Branch Committee” in every rule where the context of the rule requires.

<sup>49</sup> National Committee Minutes, 23/7/05, item 19.15.4.

<sup>50</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 29



Sometimes, members confuse the meanings of branch committee and informal branch committee (Note. the latter to be read as ‘informal committee of a branch’). A Branch committee as per the interpretation section means where a branch has an AGM as required by the Constitution,<sup>51</sup> and has taken nominations for committee positions<sup>52</sup> and holds an election to elect the committee. Nominations are required to have been received by the branch secretary not less than 28 days before the branch AGM.

**Nominations for branch committees**<sup>53</sup> must be made in writing, signed by two members of the Club and accompanied by the written consent of the nominated member. Both nominee and nominators must be ascertained to be financial members of the Club.

An Informal Branch Committee is where the members at a meeting nominate a person or persons to run the branch affairs up until the next meeting, and then repeat the procedure at the next meeting. This type of nomination and committee does not need the formal nomination procedure as outlined in section 34 of the Constitution.

Most branches of the club use the formally elected committee process, as they find that more suited to their needs.

#### **Make-up of a branch committee.**

The branch committee shall consist of the following office bearers.

President

Secretary

Treasurer

(or Secretary/Treasurer)

A minimum of three ordinary members.

Many branches choose to elect a Vice President, although that position is not defined by the Constitution. Where a branch has elected a Vice President that position is in reality an ordinary committee position that the branch members have decided shall fill the role of Vice President.

Members must remember that when they volunteer to serve on a branch committee, they are taking a position of servitude, not one of power. Serving on the committee is just that, conducting the affairs of the branch for the benefit of their fellow members.

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<sup>51</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 59.

<sup>52</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 34(c)

<sup>53</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 34



The Constitution also covers the duties of branch secretaries and treasurers, casual vacancies and the procedures for handling same, as well as removal from office of committees. Advice should be sought from the National President or Secretary before implementing any action regarding removal from office.

### **Bank Accounts.**

Where a branch, with either a formal committee or an informal committee as defined by the Constitution, handles any financial transactions to do with the conduct of the affairs of the club or branch, then the branch is required to have a bank account in the branch name. The account must require at least two signatories to make payments or withdrawals from the account. Financial transactions to do with the conduct of the affairs of the club or branch for the branch must not be processed through a personal bank account.<sup>54</sup> The names of branch bank accounts should be “Ulysses Club Inc. (name) Branch.”

Branches are entitled to use the ABN or ARBN of the Ulysses Club Inc., these being ABN 25 637 297 317 or ARBN 116 090 101. A copy of the Ulysses Club Inc. Certificate of Incorporation is available from the National Secretary or Treasurer if required to establish an account.

The National Committee will from time to time issue instructions to branches on the conduct of the financial affairs of the branch or branches, such as the requirement to submit a statement of financial affairs of the branch for the calendar year to 31<sup>st</sup> December, to the National Treasurer as soon as possible after years end. This statement is to include the branch GST calculations.

The Australian Taxation Laws are quite complex, and it is the National Committee’s responsibility as the overall management body of the club to ensure that the Club complies with all applicable laws. Accordingly, the National Treasurer will request information from branch committees, to enable the National Committee to ensure that the Club remains operating within the law.

Branch Treasurers are required to ensure that all money due to the branch is collected and received, and that all payments authorised by the branch committee are made, and that correct books and accounts are kept showing the financial affairs of the branch, including full details of all receipts and expenditure connected with the activities of the branch.<sup>55</sup>

Branch committees should always contact the National Treasurer for guidance or answers to any questions regarding keeping of branch accounts, reporting, GST or any issues concerning branch finances.

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<sup>54</sup> National Committee Minutes – 9/10/99.

<sup>55</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 42.



Any cheques in payment for merchandise, GST, membership fees, etc., must be made to Ulysses Club Inc. (Not Natcom, Administration Office, ATO, Treasurer or the name of the current treasurer).

### **Branch Meetings.**

#### **Committees.**

A branch committee, like the National Committee is required to meet at least 6 times in each period of 12 months.<sup>56</sup>

A member of a branch committee is entitled to re-imburement for any money expended in the normal course of the running of the affairs of the branch, such as purchase of stamps, postage, paper for the branch newsletter, etc. Cash floats are not permitted. No member is allowed to make any profit or gain from such payments. Details must be shown in the branch accounts.

Additional committee meetings may be convened by the branch President, or by any two other members of the committee, and advice from the branch committee secretary, either oral or written, must be given to each member of the committee at least 48 hours before the time of the meeting. A minimum of three members present is required at any such committee meeting to constitute a quorum.<sup>57</sup>

At a committee meeting, minutes must be kept of the business of the meeting, and any questions arising shall be determined by a majority of votes. Each member of the committee (or sub-committee so appointed) has one vote, with the exception of the chairperson, who shall have a second (casting vote) if the issue is tied on votes.<sup>58</sup> In that case, the accepted rule for meetings is that the casting vote should always be to maintain the status quo. This quite often means that the chairperson might have to vote against a motion with the casting vote, even though he or she voted for the motion in the initial count.

Anything done or decided at a committee meeting is valid and effectual,<sup>59</sup> and remains so until overturned by resolution or decision at a legally constituted meeting of the committee or the National Committee.

#### **Special General Meetings.**

A branch committee may convene a Special General Meeting of the members of the Branch as it thinks fit, and when on the requisition in writing of not less than 30 members of the branch, must convene such Special General Meeting.

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<sup>56</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 47(a)

<sup>57</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Sections 48 – 50.

<sup>58</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Sections 54 – 56.

<sup>59</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 57.



Any business to be conducted at the Special General Meeting must be listed in the Notice of Meeting sent to all branch members not less than 14 days from the date of the meeting by registered post. No other business must be conducted at the meeting.

It is important to note the branch special general meetings, or branch general meetings can not introduce any rules, or change the meaning of any rule in the Constitution, or any rule interpreted by the National Committee by virtue of Section 89 of the Constitution. Furthermore, a branch meeting can not change any policy or administration matter that is a policy or administration matter or procedure of the National Committee, as it is the National Committee that is charged with managing the affairs of the Club generally.

Special General Meetings, General Meetings, Notices of motions or business are covered in rules 62 to 81. Advice should always be sought from the National Executive of the Club before calling a Special General Meeting or General Meeting of the branch.

**General Procedures at a meeting are:-**

- a. No business to be conducted unless in the notice of meeting.
- b. Five members required to form a quorum;
- c. The meeting to be chaired by President or if he/she is absent or unwilling to act in that capacity, any other member appointed by those present.
- d. Matters will be decided by a show of hands, unless a secret ballot is demanded by at least 3 members present.
- e. Members present have one vote only, and must be financial members of the Club to vote.

**Monthly Meetings – Social Meetings.**

Many branches conduct monthly meetings or social gatherings, and during those meetings transact business which should be the business of the elected committee, or seek to validate decisions made in a committee meeting. This type of business is in fact un-Constitutional. Rule 84 of the Constitution states that whilst the committee of a branch may at its discretion convene such meetings, no business shall be conducted at such meeting if it is properly the business of the committee, or the business of a General Meeting of the Branch, duly called with notice of business as required by Sections 62 to 68.

**For further explanation of this section see Appendix 4 of this handbook.**



## **Membership of Branches.**

Various sections of the Constitution refer to “members of a branch” or similar words, but the document itself does not define member of a branch, except for the purposes of rule 14 relating to disciplining a member.<sup>60</sup>

Accordingly, the National Committee inserted the following interpretation into the National Committee minutes in order to clarify the situation concerning membership of branches.

### ***19.1 a) Constitutional Interpretation - Rules for Branch Committee Membership***

#### ***Rule:***

Financial members only can be involved in the running of a branch.

Confusion exists in relation to where the Constitution refers to a member of a branch or members of a branch. In order to clear up that confusion, the following interpretation is included in the minutes by virtue of Section 89 of the Constitution. This interpretation shall now be the official interpretation of a member of a branch or members of a branch until such time that the National Committee deems otherwise, or the Constitution is amended by Special Resolution."

We are interpreting where in the Constitution it says member of the branch reads as member of the club.

### ***19.1.b) Membership***

Where the Constitution refers to “a member of a branch” or “members of a branch” that means a member of the club as defined in rule 1 of the Constitution, who has chosen to attend, align them self with, or considers themselves as a member of a particular branch or branches.

A person who is not a member of the club may not be considered to be a “member of a branch” for the purpose of those sections of the Constitution that refer to a member or members of a branch..

Where non member spouses, partners or regular companions of a member of the club, attend club functions or involve themselves in the affairs of the branch, they do so at all times as a guest of the financial member of the club.

Non member spouses, partners or regular companions are encouraged to become members by virtue of rule 5 (a) ii of the Constitution

## **Rides.**

One of the principle purposes of the club is to enable older motorcyclists to get together for companionship and mutual support, and one of the best ways to do this is on an organised branch ride. Members love to ride their bikes and to socialise with other members, talk about their bikes and rides they have been on. An organised ride enables them to achieve these ends.

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<sup>60</sup> Ulysses Club Incorporated Constitution – Amended March 2005. Section 7



Most branches have organised rides at least once a month, with many branches having rides one day every weekend or second weekend, as well as mid week rides, of various length and duration.

There is no specific format for rides, length or appropriate destinations, as each branch differs in its needs and environment, and these issues dictate the type of rides most suitable to the members of the particular branch.

### **Ride Practices. – Ride Rules.**

Member safety is always the prime consideration whenever planning, leading or taking part in an organised ride. Leaders and organisers of rides should always take into account the age of participants, riding abilities, road and weather conditions and any other issue which may affect the ride when leading or planning a ride, and plan accordingly.

The ride needs to be well publicised ahead of the departure date in order for potential participants to review whether they will feel comfortable enough to attend that particular ride or not. For example, a ride length in excess of 200 kilometres may not be suitable for everyone as each rider has their individual limits. Likewise, a ride in a twisty or challenging environment may not suit all riders, especially those new to motorcycling. Therefore clear notice needs to be given well in advance for the precise location and times for the start of the ride as well as the proposed destination point.

All persons taking part in a ride should be licensed to ride their mount of choice, and such motorcycle should be registered. Any ride leader, or committee member who becomes aware that a person intending to take part in the ride or taking part in the ride is unlicensed or riding an unregistered bike should ask that person to leave the ride forthwith. The presence of an unlicensed person or an unregistered machine places the safety of other persons on the ride at risk. Likewise, riders of machines that are clearly unroadworthy, for example with bald tyres, should be asked to leave the ride as these pose a serious threat to other road users.

Members on a ride should be reminded that they are to adopt safe riding practices and to ride within their limits at all times. They should be reminded that as they are riding on public roads or anywhere defined as a road under the various State acts, or Private Parking Area acts, they are required to comply with the relevant State laws at all times. The destination of the ride, any stopping points and route to be taken should be made clear to ride participants prior to the ride commencing, especially newer riders who may not wish to ride in a group formation.



The National Committee has advised and directed that branches are to abolish any Branch Ride Rules, either written or otherwise.<sup>61</sup> The Club does not carry insurance for members on rides, as members are required to comply with State laws in relation to registration and insurance of their vehicles, and to comply with the requirements of the various laws and also the conditions of their insurance policies.

The Club policy is that “the Club does not endorse any ride procedure, rather a meeting place for rides to leave from, and individual’s choice as to where and how they ride, subject to road and traffic conditions and regulations.”<sup>62</sup>

### **Branch Newsletters.**

Many branches produce newsletters for the benefit of members of the branch to advise them of social events, upcoming rides, reports of events and rides completed and other items which may be of interest to the branch members. It is up to the branch committee to decide whether the newsletter is provided to members free of charge, or by payment of a fee, or by annual subscription.

Where an annual subscription is charged for provision of the newsletter, branch members are advised that that subscription is for that purpose alone. Branches are not entitled to charge subscription fees for membership of the branch. Membership of a branch is entirely the choice of the particular member who chooses to align himself or herself with that branch. Membership of branches is not subject to any payment of fee or subscription.<sup>63</sup>

### **Branch Websites.**

Quite a number of branches produce websites to supplement their newsletters and to provide information to all members of the Club as to the happenings in their particular branch. The National Committee, through its internet host for the club website, provides space on the national server for branches to host their branch website free of charge. Information on how to set up a branch website utilising this free service can be obtained from the National Secretary or the National Committee member handling the Website Manager portfolio, as listed in the Riding On.

Where a branch chooses to publish a website utilising a web hosting company other than the Ulysses Club’s web host, all charges and costs associated with that branch website are the responsibility of the branch.

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<sup>61</sup> National Committee Minutes, - 16/1/99, item 11.1; 27/3/99; 17/8/02 item 16.10

<sup>62</sup> National Committee Minutes, - 17/8/02 item 16.10

<sup>63</sup> See Membership of Branches, this guidebook.



## MISCELLANEOUS.

### **Rider Training Rebates.**

All members are encouraged to enrol in a rider training course to update their riding knowledge and improve their riding skills. The National Committee feels that as a responsible organisation, the Club should encourage its members to ride safely and set the example for other road users. Accordingly, the Club will subsidise a rider training course up to 50% of the cost of the course, to a maximum of \$80.00 for every member who undertakes such a course, once every three year membership.<sup>64</sup>

To receive the subsidy, the member will need to provide to the National Treasurer evidence of participation in the course, such as a copy of the payment receipt for the course and a certificate or letter of participation in the course. Members must first submit these to the National Administration Office to be recorded.

The Rider Training subsidy does not apply to any course required to be taken by law or regulations in order for a member to gain a motorcycle licence.

### **First Aid Training Rebate.**

Members are also encouraged to undertake a First Aid Course such as the St. Johns First Aid Course or equivalent to enable members to be able to assess and administer first aid in the case of an accident or other emergency.

The National Committee will subsidise First Aid training to the amount of up to 50% of the cost of the course to a maximum of \$60.00 for every member who undertakes such a course.<sup>65</sup> That subsidy is available to members once every three year membership<sup>66</sup>, to enable members to maintain their First Aid certificate currency.

The continuation or changes to the rebate scheme are at the discretion of the National Committee.

### **Dearnley Medal.**

There is an award for outstanding service to a branch of the Club, named after the Club's founder Stephen Dearnley, member #1. The medal was introduced in February 1998 and announced to members at the Annual General Meeting held in Bunbury that year. The criteria for the award are designed to ensure that the award of the medal is a significant event that it is never trivialised.<sup>67</sup>

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<sup>64</sup> National Committee Minutes, 5/2/00, item 13.12.

<sup>65</sup> National Committee Minutes, 4/12/99, item 13.3.

<sup>66</sup> National Committee Minutes, 5/2/00, item 5.1.

<sup>67</sup> National Committee Minutes, 7/2/98.



### **Purpose of Medal.**

The purpose of the Dearnley Medal is to recognise outstanding service by a member to a branch of the Ulysses Club Inc. It is intended to recognize service which whilst meritorious either does not warrant the grant of Honorary life membership or where the recipient does *not meet all* of the criteria set down by the National Committee for Hon. Life Membership.

### **Criteria for the Award.**

*The criteria are designed to ensure that the award of the medal is a significant event and that it is never trivialized*

- 1. Nomination for the Award must be by the Committee of a Branch and the nomination must be unanimous;*
- 2. The member nominated must have been a member of the Branch for a minimum of 5 years;*
- 3. In general, the service to the club warranting the nomination must have been for a minimum of 2 years and must in the opinion of the branch committee be outstanding, that is to say outside the usual service that a member might be expected to give to a branch or the club. It is acknowledged however that there may be circumstances where the service may have been for less than two years but still be outstanding.*
- 4. In making a nomination the Branch Committee shall be expected to satisfy the National Committee that the service warranting the award is outstanding. Whilst the opinion of the Branch Committee shall be persuasive the National Committee reserves the right of rejection of a nomination if in its view the award is not justified and in order to preserve the integrity and value of the medal and what it signifies.*
- 5. Any branch of the club may make a nomination for the award of the Dearnley Medal but no branch shall be permitted to make more than one nomination in any two year period.*

### **Jo Dearnley Memorial Trophy.**

The Jo Dearnley Memorial Trophy was introduced in 1997 as a perpetual trophy to be awarded to the branch which raises the most money for the Club's preferred charity each year ending 31st December.<sup>68</sup>

The shield is presented to the winning branch by representatives from the preferred charity and the Club's Charity Liaison Officer during the formalities at the end of the Grand Parade on the Saturday morning of the AGM.

<sup>68</sup> National Committee Minutes, 25/10/07,

**Member Benefits.**

The National Committee has sought out various businesses, organisations and establishments who have offered discounts on purchases and services to members of the club. Members are required to show their current membership card when seeking such discounts, and must advise of their club membership when first seeking prices or quotes.

A full list of businesses that have offered member discounts are listed on the Club website, and supplementary lists of new businesses are published in the Riding On each quarter.

Any member becoming aware of a business, organisation or establishment that might wish to offer discounts to members is asked to contact the club Purchasing Officer, whose details are listed in the Club contacts in Riding On.

**Age Badges.**

Badges signifying a member has attained the age of 60 years, 70 years, or 80 years are available by contacting the National Administration Office. There may be occasions when the Club database does not hold information on a member's date of birth, and in that circumstance, proof of age may be required to be supplied before a particular age badge is sold to the member.<sup>69</sup> Supply of the 70 years and 80 years age badges will be at the Club's cost, complimentary to the member.<sup>70</sup> The 60 age badges are at the members cost.

**Length of Membership Badges.**

Subject to confirmation of records, badges indicating continuous membership of the Club for a period of 10 years, and then in increments of 5 years, are available for members to purchase.

A member wishing to purchase a length of membership badge should contact the National Administration Office.

**Motorcycle Apprentice of the Year.**

Acting on a proposal of Stephen Dearnley, who was concerned that not enough young people were entering the trade of becoming motorcycle apprentices, the Club introduced a National award and eight State and Territory awards for Motorcycle Apprentice of the Year.

A member of the National Committee liaises each year with the various State T.A.F.E.'s and or training authorities with information for apprentices to nominate for this prestigious award. After a slow start in 2004, competition for these awards is now quite fierce between the nominees.

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<sup>69</sup> National Committee Minutes, 23/4/05, item 23.5.4.

<sup>70</sup> National Committee Minutes 07/07/07.



Judging of the State awards is performed by the various T.A.F.E. or training authorities in each State or Territory, with the national winner being chosen from the State winners by a representative of the Federal Chamber of Automotive Industry.

The Club has been fortunate in seeking and gaining sponsorship from the motorcycle industry, in particular John Sample Group, importers of Aprilia and Moto Guzzi motorcycles who provided an Aprilia motorcycle for the first three national award winners. State winners have been presented with certificates and a voucher to purchase tools, provided from club funds.

### **The Ulysses Story.**

First published in 2000, the Ulysses Story is a book written by Club founder Stephen Dearnley. The book is an entertaining read, informing the reader of the Club's shaky beginnings through to its current strength, containing both historical and anecdotal facts and stories.

Ulysses Club Inc. funded the publication of the book, donating all proceeds to Arthritis Research as the Club's donation to the preferred charity.

In 2003 Stephen Dearnley submitted a revised and updated edition of the book for publication, including chapters on his marathon ride around Australia in 2002 on a 600cc Honda scooter. Again the National Committee funded the publication of the book, donating proceeds again to Arthritis Research.<sup>71</sup>

Members may purchase a copy of the Ulysses Story through the National Gear Shop or through their branch Regalia Officer.

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<sup>71</sup> National Committee Minutes, 3/5/03, Item 18.12.



## *Ulysses Club Inc. Honour Roll.*

<i>Honourary Life Members</i>	<i>Member Number</i>
<i>Stephen Dearnley</i>	<i>1</i>
<i>Jack Lewin</i>	<i>3</i>
<i>Tom Dudley</i>	<i>21</i>
<i>Tiger Bath</i>	<i>562</i>
<i>Geoff Mayfield</i>	<i>281</i>
<i>Cam McDonald</i>	<i>581</i>
<i>Aff Bridle</i>	<i>1196</i>
<i>Gary Vandersluijs</i>	<i>186</i>
<i>Jan Rawlings</i>	<i>5203</i>
<i>John Miller</i>	<i>248</i>
<i>Rick Bedford</i>	<i>7481</i>

<i>President</i>	<i>Membership Number</i>	<i>Year Elected.</i>
<i>Stephen Dearnley</i>	<i>1</i>	<i>1983 - 1986</i>
<i>Tom Dudley</i>	<i>21</i>	<i>1987 - 1993</i>
<i>Geoff Mayfield</i>	<i>281</i>	<i>1994 - 1995</i>
<i>Gary Vandersluijs</i>	<i>186</i>	<i>1996 - 1998</i>
<i>Jan Rawlings</i>	<i>5203</i>	<i>1999 - 2001</i>
<i>Rick Bedford</i>	<i>7481</i>	<i>2002 - 2005</i>
<i>Kim Kennerson</i>	<i>6929</i>	<i>2006 - current</i>
<i>Vice President</i>	<i>Membership Number</i>	<i>Year Elected.</i>
<i>Brian Nicholls</i>	<i>127</i>	<i>1988 - 1989</i>
<i>Geoff Akers</i>	<i>101</i>	<i>1990 - 1991</i>
<i>Geoff Mayfield</i>	<i>281</i>	<i>1992 - 1993</i>
<i>Gary Vandersluijs</i>	<i>186</i>	<i>1994 - 1995</i>
<i>Bill Pritchett</i>	<i>4584</i>	<i>1996</i>
<i>Robyn Martin (Major)</i>	<i>6253</i>	<i>1997 - 1998</i>
<i>Rick Bedford</i>	<i>7481</i>	<i>1999 - 2001</i>
<i>Neville Gray</i>	<i>3394</i>	<i>2002 - current</i>
<i>Secretary</i>	<i>Membership Number</i>	<i>Year Elected.</i>



<i>Jack Lewin</i>	<i>3</i>	<i>1983 - 1985</i>
<i>Peter Reynolds</i>	<i>Deceased</i>	<i>1986 - 1991</i>
<i>Cam McDonald</i>	<i>581</i>	<i>Appointed 1991, elected 1992 - 1994</i>
<i>Ted Richards</i>	<i>381</i>	<i>1995 - 1997</i>
<i>Brian Hopkins</i>	<i>1502</i>	<i>Appointed 1997, elected 1998 - 2000</i>
<i>Kim Kennerson</i>	<i>6929</i>	<i>2001 - 2005</i>
<i>Helena Gritton</i>	<i>14027</i>	<i>2006 - current</i>
<b><i>Treasurer</i></b>	<b><i>Membership Number</i></b>	<b><i>Year Elected.</i></b>
<i>Bill Vann</i>	<i>2</i>	<i>1983 - 1985</i>
<i>Stuart Allen</i>	<i>280</i>	<i>1986</i>
<i>Kathy Dudley</i>	<i>155</i>	<i>Appointed 1986, elected 1987 - 1990</i>
<i>Bruce Edwards</i>	<i>843</i>	<i>1991 - 1993</i>
<i>Russ McCauley</i>	<i>1892</i>	<i>1994</i>
<i>Ted Richards</i>	<i>381</i>	<i>1994</i>
<i>Don Morgan</i>	<i>2806</i>	<i>1995 - 1997</i>
<i>Jan Rawlings</i>	<i>5203</i>	<i>1998</i>
<i>Sam Reich</i>	<i>6804</i>	<i>1999 - 2003</i>
<i>Vic Leslie</i>	<i>7410</i>	<i>2004 - current</i>
<b><i>Committee</i></b>	<b><i>Membership Number</i></b>	<b><i>Year Elected.</i></b>
<i>Peter Fountain</i>	<i>5</i>	<i>1984 - 1986</i>
<i>Huey Lewis</i>	<i>6</i>	<i>1984 - 1986</i>
<i>Peter Reynolds</i>	<i>Deceased</i>	<i>1984 - 1985</i>
<i>Tom Dudley</i>	<i>21</i>	<i>1984 - 1986</i>
<i>Brian Nicholls</i>	<i>127</i>	<i>1987</i>
<i>Geoff Akers</i>	<i>101</i>	<i>1987 - 1989</i>
<i>Eric Whalan</i>	<i>Deceased</i>	<i>1988 - 1989</i>
<i>John Perry</i>	<i>174</i>	<i>1987 - 1989</i>
<i>Bruce Edwards</i>	<i>843</i>	<i>1990</i>
<i>Geoff Mayfield</i>	<i>281</i>	<i>1990 - 1991</i>
<i>Cam McDonald</i>	<i>581</i>	<i>1990</i>
<i>June Beaton</i>	<i>1476</i>	<i>1991 - 1994</i>
<i>Mike Beverley</i>	<i>308</i>	<i>1991 - 1992</i>



<i>Gary Vandersluis</i>	<i>186</i>	<i>1992 - 1993</i>
<i>Russell McCauley</i>	<i>1892</i>	<i>1993</i>
<i>Ken Taylor</i>	<i>427</i>	<i>1994 - 1999</i>
<i>Bryce Morley</i>	<i>1241</i>	<i>1994</i>
<i>Bill Pritchett</i>	<i>4584</i>	<i>1995</i>
<i>Bruce Graham</i>	<i>4215</i>	<i>1995 - 1997</i>
<i>Robyn Martin</i>	<i>6253</i>	<i>1996</i>
<i>Jan Rawlings</i>	<i>5203</i>	<i>1997</i>
<i>Rick Bedford</i>	<i>7481</i>	<i>1998</i>
<i>Sam Reich</i>	<i>6804</i>	<i>1998</i>
<i>Neville Gray</i>	<i>3394</i>	<i>1999</i>
<i>Nigel Jays</i>	<i>12845</i>	<i>1999 - 2002</i>
<i>Kim Kennerson</i>	<i>6929</i>	<i>2000</i>
<i>Bob Rolfe</i>	<i>8862</i>	<i>2001 - 2004</i>
<i>Doug Winckle</i>	<i>12479</i>	<i>2002 - 2005</i>
<i>Helena Gritton</i>	<i>14027</i>	<i>2003 - 2005</i>
<i>Peter Williams</i>	<i>19423</i>	<i>2004 - current</i>
<i>Jan Hobson</i>	<i>24217</i>	<i>2006</i>
<i>Jan Bedola</i>	<i>32266</i>	<i>2006 - current</i>
<i>Denis Paulin</i>	<i>16672</i>	<i>2007 - current</i>

*Dearnley Medal Recipients.*

<i>Member Name</i>	<i>Member Number</i>	<i>Member Name</i>	<i>Member Number</i>
<i>1. Margaret French</i>	<i>157</i>	<i>2. Betty Redfern</i>	<i>538</i>
<i>3. Noreen Miles</i>	<i>38</i>	<i>4. Lionel Miles</i>	<i>37</i>
<i>5. Mary Jacobson</i>	<i>4564</i>	<i>6. Helena Cole</i>	<i>2454</i>
<i>7. Robert Cole</i>	<i>2453</i>	<i>8. Alf Bridle</i>	<i>1196</i>
<i>9. Bill Sears</i>	<i>2070</i>	<i>10. David Howard</i>	<i>283</i>
<i>11. John Golithly</i>	<i>1133</i>	<i>12. Duncan Walker</i>	<i>7064</i>
<i>13. Ron Blomley</i>	<i>1543</i>	<i>14. Grant Budgeon</i>	<i>16023</i>
<i>15. Roy McKellar</i>	<i>5090</i>	<i>16. Ailsa Golithly</i>	<i>11333</i>
<i>17. Charlie Hughes</i>	<i>5113</i>	<i>18. Ellen Hughes</i>	<i>5112</i> <i>(Deceased)</i>
<i>19. Barbara Maggs</i>	<i>205</i>	<i>20. Tony Jenner</i>	<i>204.</i>
<i>21. Geoff Paterson</i>	<i>5615</i>	<i>22. Allan Pratt</i>	<i>9186</i>



	<i>(Deceased)</i>		
<i>23. Jan Mathers</i>	<i>3262</i>	<i>24. Averil Hingley</i>	<i>17644</i>
	<i>(Deceased)</i>		
<i>25. Reg Lee</i>	<i>3256</i>	<i>26. Ann Coffson</i>	<i>11847</i>
<i>27. June Beaton</i>	<i>1476</i>	<i>28. Ken Taylor</i>	<i>427</i>
<i>29. Mike Smith</i>	<i>9852</i>	<i>30. David Upton</i>	<i>5509</i>
<i>31. Don Phinn</i>	<i>19889</i>	<i>32. John Nicholls</i>	<i>3373</i>
<i>33. Garry Palmer</i>	<i>665</i>	<i>34. Christine Garrod</i>	<i>21083</i>



**Appendix 1. Branch Election Procedure – Minuted National Committee Meeting April 7, 2007.**

**ULYSSES CLUB Inc.  
BRANCH A.G.M. ELECTION PROCEDURE**

**1. General**

- 1.1 Branch AGMs and the election of office bearers are to be conducted no later than 30 June in each calendar year and held immediately following the conclusion of business at the last general meeting for the term of the current Committee.
- 1.2 It is recommended that written nominations for Branch Committee positions be called for at a meeting two months prior to the date of the Branch AGM. The written nominations must be received by the Branch Secretary no later than 28 days prior to the date of the Branch AGM. (Please ensure the 28 day deadline coincides with the monthly branch meeting.)
- 1.3 All nomination forms are to show the name and membership number of the nominee, the member nominating the candidate and the member seconding the nomination. The nominee is required to sign the form as evidence of acceptance of the nomination.
- 1.4 All nominees, proposers and seconders must be financial members of Ulysses Club Inc and be active in the Branch to participate in the voting.
- 1.5 The Branch Secretary must advise members who the candidates are for all positions at the monthly meeting 28 days prior to the date of the Branch AGM.
- 1.6 Where possible, a short resume together with a photograph should be displayed on the Branch website or included in the Branch Newsletter
- 1.7 Ulysses Club is a social club and blatant electioneering by the candidate or by another member on behalf of the candidate is not welcome at branch elections.
- 1.8 Postal voting or proxy voting is not allowed at a branch AGM.
- 1.9 Ensure that a copy of the Constitution is at hand.



- 1.10 All business of a normal monthly general meeting is to be dealt with by the incumbent Committee. That meeting should then be closed and the AGM opened for the reading of the minutes of the previous AGM and presentation of reports by the President, Treasurer and Secretary.
- 1.11 Nomination forms are to be checked prior to the election for validity of the membership financial status.
- 1.12 The retiring President invites the Presiding Officer to take the chair.
- 1.13 The Presiding Officer will assume the chair, introduce himself/herself by way of a short opening speech, advise everyone that only financial members in attendance at the meeting are eligible to vote, then declare all positions vacant, and then proceed to conduct the election. The Presiding Officer should advise the members that **the Club Constitution requires the election of all members of committees to be by secret ballot. Voting by show of hands for members of committees is not permitted.**<sup>72</sup> It is minuted club policy that where a secret ballot is conducted, if a majority of the members wishes to know the actual vote tally, then the Presiding Officer will read out the vote tally for each candidate. Otherwise, the vote tally will not be read out, but that the ballot papers will be retained by the branch secretary for a period of 3 months and then destroyed.
- 1.151.14 The Presiding Officer should state the position title, the nominee, the nominator and the seconder including their respective membership numbers, and ask the candidate if they still wish to contest the election or whether they still accept the nomination in the case of an uncontested position.
- 1.161.15 If positions are uncontested the Presiding Officer declares that member as the new officer for that position with his congratulations.
- 1.171.16 Currently the cascading system still applies. Unsuccessful candidates can cascade down and contest another position. Once a ballot for a position is closed, and the winner declared, the Presiding Officer when inquire of the unsuccessful candidate(s) if

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<sup>72</sup> Rule 39 of the Constitution of the Ulysses Club Incorporated.



he/she/they wish to contest the next position down the order, ie. Unsuccessful candidates for President are asked if they wish to contest the Secretary position. Unsuccessful candidates for Secretary are asked if they wish to contest the Treasurer position, and so on. An unsuccessful candidate for President may contest each successive position in order, and must be asked after each ballot if he/she wishes to continue.

- 1.181.17 If there is more than one nomination, the Presiding Officer will appoint a Returning Officer and a nominal number of scrutineers for the purpose of vote counting and each member present, upon production of a current financial membership card, will be given a ballot paper.
- 1.191.18 Scrutineers will collect all ballot papers, retire to a private area and proceed to count the votes.
- 1.201.19 Once the votes are counted, the Returning Officer shall confidentially advise the Presiding Officer of the vote tally. The Presiding Officer will then declare the result of the ballot
- 1.211.20 If there are any unfilled positions, they will be declared casual vacancies and be left to the discretion of the Branch Committee to fill at a later date.
- 1.221.21 The Presiding Officer will then invite the President to resume the chair and thank all members for the privilege of being asked to officiate at the Branch AGM before retiring.
- 1.231.22 The President should then introduce the new Committee so that the members can see the people that will be handling Branch matters for the following 12 months.



## **Appendix 2. Ulysses Club Inc. Communication Strategy and Policies.**

### **ULYSSES CLUB INC. – COMMUNICATION STRATEGY and POLICIES DOCUMENT**

Communication is the key to any organisation's success. With specific policies and guidelines for communication, members of the organisation can utilise communication channels available or recommended to them to communicate both within the organisation and external to the organisation. Without effective communication the organisation could flounder.

A Communication Strategy was first suggested to the club at the 2000 Annual General Meeting, and has at least on two other occasions been raised at Extended Natcom meetings or other meetings of the club.

Accordingly, with the assistance of Past President Rick Bedford, please find below the Communication Strategy document which has been accepted as Ulysses Club Inc policy.

I acknowledge and appreciate Rick's vast knowledge, his time and assistance and encouragement with creating this document.

**Helena Gritton**  
**National Secretary**  
**Ulysses Club Inc.**

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### **ULYSSES CLUB INC.**

### **COMMUNICATION STRATEGIES AND POLICIES DOCUMENT**

(November 2006)

### **INTERNAL COMMUNICATION:**

#### **National Committee (NatCom)**

It is imperative that the NatCom utilise effective methods to communicate within the committee, in between scheduled meetings, in order to effectively administer the running of the club.

Electronic communication such as, e-mail and telephone, are currently the most effective means. Technologies such as VOIP (Voice Over Internet Protocol) should be investigated to enable members to communicate through broadband computer connections at much cheaper rates than existing telephone services. With the



addition of a webcam, VOIP also allows video calls and video conferencing and could be utilised for off meeting conferences when urgent matters need to be dealt with by the committee.

Within the NatCom, members have specific roles and portfolios.

The **Internal Communication** responsibilities of those roles are:-

**National President:** Primary Communicator with all club members regarding club policy, announcements, news, developments, or any other matter deemed necessary. The Club National President should always be the first choice for implementing member wide communication.

**Means:** “Riding On”, Ulysses Club Website, e-mail, normal postal service, telephone calls, facsimile machine personal attendance or public address.

**National Vice President:** Assumes the duties of the National President, in the absence of the National President.

**National Secretary:** The National Secretary should be the avenue by which all correspondence comes to the Club and the National Committee, and through which all outgoing correspondence should originate, except in the circumstance where the National Committee deems it necessary that another committee member instigate a specific correspondence item or response. Nevertheless, copies of such items or responses should be forwarded to the National Secretary for recording purposes.

The National Secretary should liaise with the National Administration Office staff to put in place procedures for receipt and distribution of mail and email intended for NatCom which has been sent to the National Administration Office.

The National Secretary should utilise all communication methods available as per the National President.

**National Treasurer:** The National Treasurer is responsible generally to oversee all financial dealings of the Club, including management



of bank accounts, funds on hand, assets, (including stock held in the gear shop which should be considered as converted funds on hand), equipment and Club premises.

Accordingly, it should be the National Treasurer's responsibility to oversee the day to day management of the National Administration Office and its staff, unless the National Committee decides otherwise.

Whilst the NatCom members are encouraged to communicate with the office staff, any communications with the office staff in relation to staff functions, duties, policies, employment, office procedures and any similar matter should be directed through the National Treasurer. This will enable the administration office staff to have a communication and supervisory line of command, giving them enhanced job security and job satisfaction. It will also allow specific authorised directions to be given and understood, enabling feedback and performance assessment and review.

In the normal course of events communication with the Club's accountant are to be with the National Treasurer and the National Administration Office staff.

**Ordinary Committee Members:** The ordinary committee members of NatCom should utilise all means of communication available to them in relation to any specific portfolios, with the approval of the committee.

**Ex Officio Committee Members:**

**“Riding On” Editor:** The Editor of “Riding On” is given control of all matters in relation to the content of the journal, subject to any specific direction by the National Committee in relation to any specific issue. The Editor is authorised to receive any correspondence or communication relative to the preparation and publication of the journal, and to respond accordingly, utilising whatever means deemed by him / her to be suitable for that need.

**National AGM Event Coordinator:** The National AGM Event Coordinator should utilise the best available means of communication to suit



any specific need in relation to carrying out the duties of that portfolio. Appropriate forms of communications should be used with specific branches or committees, suppliers of services, government authorities or similar. Copies of all such communications should be kept by the Coordinator for reference by the committee if required. General communication with Club members nationally should be cleared through the National Committee.

### **EXTERNAL COMMUNICATION:**

**National Committee:** Communications to parties external to the Club in relation to Club issues, policies, national events or any other matter deemed necessary of comment, should be as follows:-

**National President.** Any press release, media release or interview, comment on Club policy or national events should always be made by the National President, or in his / her absence the National Vice President.

Similarly, invitations to address forums, company meetings or other gatherings in relation to the Club, its functions, policies or otherwise should be attended to by the National President, or in his absence the National Vice President, or other members of the NatCom as directed by the committee.

**National Vice President:** As per the National President in the absence or unavailability of the National President.

**National Secretary:** As per the National Vice President in the absence or unavailability of the National Vice President.

**National Treasurer:** As per the National Secretary in the absence or unavailability of the National Secretary.

**Ordinary Committee Members:** As instructed or directed by the National Committee.

### **National Public Liaison / Safety Portfolio:**

Where a member of the NatCom, or other appointed member is authorised to engage in the role of public liaison and or safety, including membership of various



committees, organisations or boards, that member is authorised to make public comment on issues pertinent to that portfolio. Where the National Public Liaison is invited to comment, or issues a press release or media statement, a copy of the proposed comments or statement or release should be forwarded to the National President and National Vice President and to the National Secretary for recording.

Other than the National Committee members listed above, only Club members authorised by the National Committee are approved to make any pertinent comment on any specific issue subject of that approval.

**National International Liaison:** Where a member of the NatCom is appointed to the role of National International Liaison, that member is authorised to use whatever communication means are available to communicate with other Ulysses clubs or international members, in order to further the ideology of the Club. Copies of all communications should be kept for reference by the NatCom.

**National Purchasing Officer:** Where a member of the NatCom is appointed to the role of National Purchasing Officer, that member is authorised to communicate with any person or persons, organisation or entity in order to carry out the functions of the role of purchasing. An example of such entities would be manufacturers of products of interest, wholesalers, retailers, service providers or individuals engaging in business.

Procedures for the ordering of items, approvals, payments, stock levels and re-ordering should be set in place by consultation between the National Treasurer and the National Purchasing Officer with input from the National Administration Office staff, in order to best serve the needs of the club and its members.

**National Member Benefits Officer:**

Similar procedures and responsibilities as per the National Purchasing Officer.



## **BRANCHES:**

### **Branch Officials:**

As the Club is constituted by branches Australia wide, branch officials will be viewed by local media, civic organisations and sometimes State and National media as representatives of the Club. Whilst Branch officials do in fact hold office within the Club, it must be remembered that they in fact are elected to conduct the affairs of the Club, pertaining to their particular Branch in their local area, with the provision that such actions are not at odds with any section or rule of the Constitution or the management of the Club by the National Committee.

Where a Branch official, such as a Branch President, Vice President or Secretary is requested or invited to comment in any issue by Government entities, Local Government entities or media, then the following policy must be adhered to.

### **Club Policies:**

Branch officials must not make comment or issue statements in relation to Ulysses Club Inc policies, without the approval of the National President, National Vice President or National Secretary. It is preferable that where a branch official is invited to make a statement in this type of matter, that they not make any statement but instead refer the person or organisation making the invitation to the National President.

### **Road Safety Issues:**

Branch officials must not make comment or issue statements in relation to Road Safety issues, without the approval of the National President, National Vice President or National Secretary, or the NatCom member responsible for the portfolio of National Public Liaison / Safety.

Nevertheless, branch officials are encouraged to contact the National Public Liaison / Safety Officer to advise him / her of particular local issues and to seek approval or guidance on the handling of such issues.



Furthermore, branch officials are also encouraged to communicate with Local Government authorities and or State Road authorities to bring to their attention unsafe road conditions.

**Specific Public Liaison / Safety Officers:**

Where a Club member, whether a branch official or not, is appointed by the NatCom to represent the Club on a specific motor cycle or road safety organisation, that member is authorised to participate in all such meetings and events of that organisation, and to make comment or issue statements pertinent to that organisations sphere of operation. All such statements or comments should be first cleared by the National Public Liaison / Safety officer, or in the case of his / her unavailability, the National President, National Vice President or National Secretary of the Club, and a copy forwarded to the National Secretary for recording purposes.

**Local Branch Events:**

Branch officials are encouraged to communicate with their local / State media organisations, civic entities or other similar entities to publicise local events, such as fundraising events for charities and toy runs. Any comments, statements or interviews should be restricted to the concerns relative to the local event only.

**Club Members generally,**

are not to make public comment or issue any media statement or release whilst representing themselves as authorised to speak for or on behalf of the Club. Any member making a public statement or comment on any issue, whilst being identified as a member of the Club, must stress that their comment or statement is their own opinion only, and is not in any way the opinion or policy of the Club nor is it binding to the Club.

**National Website:**

The Club's national website is provided as a service to members. Parts of the site are available to members for communication by utilising the Notice Board, Discussion Forum or the Chat Room. Members may also utilise the Personal Message facility to communicate with each other, and the Classifieds may be used to advertise items that are for sale legally or wanted to buy.



The website is also available to the NatCom to place notices on the home page, or to publish information of interest to members through the Natcom Mutterings and National Public Liaison sections.

Members must always remember that even though much of the site is viewable only by Club members, the rules of defamation and libel still apply, and that the Club, as provider of the service is vicariously liable for any content published on the site. The NatCom reserves the right to edit or remove any content uploaded or submitted by any member to the national website, and any branch website hosted by the Club's service provider.

Any member who submits, publishes or uploads any defamatory, libellous, insulting, or offensive comment, statement or otherwise, pornographic material or anything designed or intended to, or deemed to cast the Club or any member in a detrimental light, or to bring the Club or any member into disrepute, will be deemed to have breached section 14 of the Constitution. Such behaviour will result in the National Committee reviewing the member's access to the website and / or continued membership of the Club.



### **Appendix 3. Occupational Health and Safety Policy.**

#### **Ulysses Club Incorporated.**

#### **Occupational Health and Safety Policy.**

The Ulysses Club Inc. is committed to protecting the health and safety of its employees, members, volunteers and others who are associated with the activities of the Club by providing:

- ✓ As far as reasonably practicable, a working environment that is safe and without risks to health;
  - ✓ Equipment and systems of work, including those for defined spaces, that are safe and without risks to health;
  - ✓ Adequate information on hazards;
  - ✓ Leadership and training to enable them to worksafely;
- and
- ✓ Products that can be manufactured/packaged and used safely

The Club seeks the cooperation of all employees, members and volunteers in achieving a culture of safety and a safe, healthy working environment.



#### **Appendix 4. Monthly Social Meetings.**

Incidents at branches brought before the National Committee (Natcom) have highlighted the need to clarify some sections of the Club's Constitution.

It is important that all branches and especially branch committees understand and comply with the following sections of the Club's Constitution.

##### **Interpretation.**

***Branch** means a branch of the club established at any place .....as the National Committee may determine.*

This means that no branch may be formed or exist without being granted permission by Natcom.

***Branch Committee** means the committee of a branch of the club.....for the conduct of the affairs of the branch.*

This means a formally elected branch committee or an informally chosen branch committee **whose job it is to conduct the affairs of the branch.**

##### **Rule 23. National Committee**

This rule places the responsibility for managing the affairs of the Ulysses Club Inc and its finances on the elected National Committee.

##### **Rules 28 to 29.**

Rule 28 covers the establishment of a branch of the club by the National Committee, and Rule 29 is specific as to the responsibility of a branch committee to conduct the affairs of the branch according to the Constitution and reasonable direction from the National Committee.

##### **Rules 58 to 82.**

This section of the Constitution dealing with meetings **must be read as one complete block.** No one rule within Rules 58 to 82 can be read in isolation from another

**General Meetings** as stated in the Constitution refer only to **Special General Meetings** and **Annual General Meetings** and do not refer to the monthly social meetings of a branch.

**Rules 58 to 61** define an **Annual General Meeting** and outline the procedures to be adopted for the conduct of such meeting, whether it is the Ulysses Club Inc AGM or a branch AGM.



**Rules 62 to 66** define and outline the procedure and the purpose for members to call a **Special General Meeting**.

**Rules 67 to 68** deal with notices and time frames required when calling the **Annual General Meeting** or a **Special General Meeting** referred to in Rules 58 to 66.

*(I cannot recall there being a Special General Meeting called at branch level, and there has only been possibly one or two special general meetings actually called in the entire history of the club. Ed)*

### **Rules 69 to 82. PROCEDURE AT GENERAL MEETINGS.**

The interpretation of, and procedures at a General Meeting apply only to **ANNUAL GENERAL MEETINGS** or **SPECIAL GENERAL MEETINGS** as defined in rules 58, 62 or 63. They **do not apply** to the monthly social gatherings (meetings) that many branches have.

**RULE 84** states that the committee of a branch may at its discretion convene such other (social) meetings of the members of the branch as it sees fit, but no business shall be transacted at any such (social) meeting if it is properly the business of the committee, or, of the members gathered in a General Meeting (*i.e. An Annual General Meeting or Special General Meeting*).

Where at a monthly social meeting there are motions put and carried relating to the conduct of the branch, these motions are in fact unconstitutional and invalid and in direct breach of Rule 84, and have been since July 1988, (subject to later amendment) when the Club became an incorporated association and the Constitution was formally adopted.

Monthly social gatherings are not a place to finalise branch business, however members can by discussion and consensus make suggestions or recommendations to the branch committee for its consideration and decision at the next committee meeting.

Committee decisions and reports should then be brought to the notice of members at the next monthly social meeting.

**Members elect their chosen committee at their branch AGM to conduct the affairs of the branch as required by rule 29. The committee is then charged with running the branch.**

Kim Kennerson.

National President.

Ulysses Club Inc.

(On behalf of the National Committee.)

