

# **RULES OF THE CROYDON CITIZENS' BANDS INCORPORATED**

(Updated February 2004)

## **NAME AND PURPOSE**

- 1.1 The name of the incorporated association is 'THE CROYDON CITIZENS' BANDS INCORPORATED' (in these rules called "the association").
- 1.2 The purposes of the Association shall be to:
  - (a) provide an enjoyable musical, organisational and social environment in which members of the community may participate
  - (b) develop ensembles to accommodate musicians of all standards
  - (c) provide our members with the opportunity to reach their highest potential in all aspects of music
  - (d) engage in regular public performance
  - (e) develop a positive relationship with government, business, the media and other musical organisations to enhance the status of music in the community.

## **INTERPRETATIONS**

- 2.1 In these rules unless the contrary intention appears:
  - (a) 'Committee' means the Main Committee of management of the association;
  - (b) 'General Meeting' means a general meeting of the members convened in accordance with Rule 11
  - (c) 'Member' means member of the association
  - (d) 'Ordinary member of the Committee' means a member of the Committee who is not an officer of the association under Rule 21
  - (e) 'The Act' means *The Associations Incorporation Act 1981* (as amended)
  - (f) 'The Regulations' means Regulations under the Act
  - (g) 'Financial year' shall mean a period of twelve months from 1 January to 31 December inclusive
  - (h) 'Band' means an ensemble established under rule 1.2(b)
  - (i) 'Band committee' means a subcommittee established by the main committee under rule 25.7 to manage a particular band or bands within the organisation.
- 2.2 In these rules, a reference to the Secretary of the association is a reference:
  - (a) where a person holds office under these rules as secretary of the association;
  - (b) in any other case, to the Public Officer of the association.
- 2.3 Words or expressions contained in these rules shall be interpreted in accordance with the provisions of the *Acts Interpretation Act 1958* and the Act in force from time to time.

## **APPLICATION FOR MEMBERSHIP**

- 3.1 Membership of the association shall be made up of:
  - (a) all members, playing or non-playing, and honorary life members of the association at the time of incorporation;
  - (b) any person nominated and accepted for membership as provided for in these rules, be it in a playing or non-playing capacity;
  - (c) any person granted honorary life membership, honorary membership or be appointed patron of the association;

- 3.2 Honorary Life Membership of the association may be granted for meritorious services to the association, and awarded to a member on the recommendation of the Committee.
- 3.3 A patron of the association may be appointed by the members at a general meeting on the recommendation of the Committee.
- 3.4 Honorary membership of the association may be granted by the Committee from time to time.
- 3.5 A natural person who is nominated and approved for membership as provided in these rules is eligible to be a member of the association on the payment of the entrance fee and annual subscription payable under these rules.
- 3.6 A person who is not a member of the association at the time of incorporation (or was such a member at that time but has ceased to be a member) shall not be admitted to membership unless-
  - (a) he is nominated as provided in sub-clause (7) and
  - (b) his nomination as a member is approved by the Committee.
- 3.7 A nomination of a person for membership of the association shall be made in writing using a form approved by the committee and lodged with an officer of the association as defined in rule 21.1
- 3.8 As soon as practicable after receipt of a nomination, the secretary shall refer the nomination to the Committee.
- 3.9 Upon a nomination being referred to the Committee, the Committee shall determine whether to approve or to reject the nomination.
- 3.10 Upon a nomination being approved by the Committee, the secretary shall, with a little delay as possible, notify the nominee that he is approved for membership of the association and request payment within 28 days after notification the sum payable under these rules as the entrance fee and the first years subscription
- 3.11 Within the period referred to in that sub-clause, enter the nominee's name in the register of members kept by him and, upon the name being so entered the nominee becomes a member of the association.
- 3.12 A right, privilege, or obligation of a person by reason of his membership of the association-
  - (a) is not capable of being transferred or transmitted to another;
  - (b) terminates upon the cessation of his membership whether by death, resignation or otherwise.

## **FEES**

- 4.1 The entrance fee shall be recommended to a general meeting by the Committee and shall be confirmed at that general meeting of the association.
- 4.2 The annual subscription shall be recommended to a general meeting by the Committee and shall be confirmed or otherwise at that general meeting of the association members;
  - (a) Any member accepted in the first or second quarter of the financial year shall pay the full years subscription. Any member accepted in the third quarter of the financial year shall pay half the nominated subscription. Any member accepted in the fourth quarter of the financial year shall not pay fees until the new financial year;
  - (b) Any person wishing to join the association but cannot pay the amount of the subscription, can make application to the Committee for special consideration.

- (c) The committee may waive the annual membership fee or any other fee placed upon a member at its discretion.

### **REGISTER OF MEMBERS**

- 5. The secretary shall keep and maintain a register of members in which shall be entered the full name, address and date of entry of each member and the register shall be available for inspection by members at the next rehearsal after one weeks notice.

### **RESIGNATION OF MEMBERS**

- 6.1 A member of the association who has paid all moneys due and payable by him to the association may resign from the association at any time having first given one months notice in writing to the secretary of his intention to resign and, upon the expiration of that period of time, the member shall cease to be a member.
- 6.2 Upon the expiration of a notice given under sub-clause (1), the secretary shall make in the register of members' an entry recording the date on which the member by whom notice was given, ceased to be a member.

### **DISCIPLINE, SUSPENSION AND EXPULSION OF MEMBERS**

- 7.1 Subject to these Rules, if the committee is of the opinion that a member has refused or neglected to comply with these Rules, or has been guilty of conduct unbecoming a member or prejudicial to the interests of the association, the committee may by resolution-
  - (a) fine that member an amount not exceeding \$500; or
  - (b) suspend that member from membership of the Association for a specified period;
  - or
  - (c) expel that member from the Association.
- 7.2 A resolution of the committee under rule 7.1 does not take effect unless-
  - (a) at a meeting held in accordance with rule 7.3, the committee confirms the resolution; and
  - (b) if the member exercises a right of appeal to the Association under this rule, the association confirms the resolution in accordance with this rule.
- 7.3 A meeting of the committee to confirm or revoke a resolution passed under rule 7.1 must be held not earlier than 14 days, and not later than 28 days, after notice has been given to the member in accordance with rule 7.4.
- 7.4 For the purposes of giving notice in accordance with rule 7.3, the Secretary must, as soon as practicable, cause to be given to the member a written notice-
  - (a) setting out the resolution of the committee and the grounds on which it is based: and
  - (b) stating that the member, or his or her representative, may address the committee at a meeting to be held not earlier than 14 days and not later than 28 days after the notice has been given to that member; and
  - (c) stating the date, place and time of that meeting; and
  - (d) informing the member that he or she may do one or both of the following-
    - (i) attending that meeting;
    - (ii) give to the committee before the date of that meeting a written statement seeking the revocation of the resolution;

- (e) informing the member that, if at that meeting, the committee confirms the resolution, he or she may not later than 48 hours after that meeting, give the Secretary a notice to the effect that he or she wishes to appeal to the Association in general meeting against the resolution.

7.5 At a meeting of the committee to confirm or revoke a resolution passed under rule 7.1, the committee must -

- (a) give the member, or his or her representative, an opportunity to be heard; and
- (b) give due consideration to any written statement submitted by the member; and
- (c) determine by resolution whether to confirm or to revoke the resolution.

7.6 If at the meeting of the committee, the committee confirms the resolution, the member may, not later than 48 hours after that meeting, give the Secretary a notice to the effect that he or she wishes to appeal to the Association in general meeting against the resolution.

7.7 If the Secretary receives a notice under rule 7.6, he or she must notify the committee and the committee must convene a general meeting of the Association to be held within 21 days after the date on which the Secretary received the notice.

7.8 At a general meeting of the Association convened under rule 7.7 -

- (a) no business other than the question of the appeal may be conducted
- (b) the committee may place before the meeting details of the grounds for the resolution and the reasons for the passing of the resolution
- (c) the member, or his or her representative, must be given an opportunity to be heard
- (d) the members present must vote by secret ballot on the question whether the resolution should be confirmed or revoked.

7.9 A resolution is confirmed if, at the general meeting, not less than two-thirds of the members vote in person, in favour of the resolution. In any other case, the resolution is revoked.

## ***DISPUTES AND MEDIATION***

7.10 The grievance procedure set out in rules 7.10 to 7.19 inclusive applies to disputes under these Rules between-

- (a) a member and another member; or
- (b) a member and the Association.

7.11 The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within 14 days after the dispute comes to the attention of all of the parties.

7.12 If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend that meeting, then the parties must, within 10 days, hold a meeting in the presence of a mediator.

7.13 The mediator must be:

- (a) a person chosen by agreement between the parties; or
- (b) in the absence of agreement:
  - (i) in the case of a dispute between a member and another member, a person appointed by the committee of the Association; or

(ii) in the case of a dispute between a member and the Association, a person who is a mediator appointed or employed by the Dispute Settlement Centre or Victoria (Department of Justice).

- 7.14 A member of the association can be a mediator.
- 7.15 The mediator cannot be a member who is a party to the dispute.
- 7.16 The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- 7.17 The mediator, in conducting the mediation, must-
- (a) give the parties to the mediation process every opportunity to be heard; and
  - (b) allow due consideration by all parties of any written statement submitted by any party; and
  - (c) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
- 7.18 The mediator must not determine the dispute.
- 7.19 If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Act otherwise at law.

### **ANNUAL GENERAL MEETING**

- 8.1 The association shall in each calendar year convene an annual general meeting of its members.
- 8.2 The annual general meeting shall be held on such a day as the Committee determines.
- 8.3 The annual general meeting shall be specified as such in the notice convening it.
- 8.4 The ordinary business of the annual general meeting shall be-
- (a) to confirm the minutes of the last preceding annual general meeting and of any general meeting held since that meeting;
  - (b) to receive from the Committee reports upon the transactions of the association during the last preceding financial year;
  - (c) To elect officers of the association and the ordinary members of the Committee and
  - (d) to receive and consider the statement submitted by the association in accordance with section 30(3) of the Act.
- 8.5 The annual general meeting may transact special business of which notice is given in accordance with these rules.
- 8.6 The annual general meeting shall be in addition to any other general meeting that may be held in the same year.
9. All general meetings other than the annual general meeting shall be called special general meetings.

### **SPECIAL GENERAL MEETINGS**

- 10.1 The Committee may, whenever it thinks fit, convene a special general meeting of the *association* and, where but for this clause, more than fifteen months would elapse between annual general meetings, shall convene a special general meeting before the expiration of that period.

- 10.2 The Committee shall, on the requisition in writing of members representing not less than 5 percent of the total number of members, convene a special general meeting of the association.
- 10.3 The requisition of the special general meeting shall state the objects of the meeting and shall be signed by the members making the requisition and be sent to the secretary and may consist of several documents in a like form, each signed by one or more of the members making the requisition.
- 10.4 If the Committee does not cause a special general meeting to be held within one month after the date on which the requisition is sent to the address of the secretary, the members making the requisition, or any of them, may convene a special general meeting to be held not later than three months after that date.
- 10.5 A special general meeting convened by members in pursuance of these rules shall be convened in the same manner as nearly as possible as that in which those meetings are convened by the Committee and all reasonable expenses in convening the meeting shall be refunded by the association to the persons incurring the expenses.
- 11.1 The secretary of the association shall, at least 14 days before the date fixed for holding a general meeting of the association inform the members of the association by way of news-bulletin, served on members at the first available rehearsal, stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
- 11.2 No other business other than that set out in the notice convening the meeting shall be transacted at the meeting.
- 11.3 A member desiring to bring any business before a meeting may give notice of that business in writing to the secretary, who shall include that business in the notice calling the next general meeting after the receipt of the notice.
- 12.1 All business that is transacted at a special meeting and all business that is transacted at the annual general meeting with the exception of that specially referred to in these rules as being ordinary business of the annual general meeting shall be deemed to be special business.
- 12.2 No item of business shall be transacted at a general meeting unless a quorum of members entitled under these rules to vote is present during the time when the meeting is considering that item.
- 12.3 20% of members personally present (being members entitled under these rules to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.
- 12.4 If within half an hour after the appointed time for the commencement of a general meeting, a quorum is not present, the meeting if convened upon the requisition of members shall be dissolved and in any other case shall stand adjourned to the same day in the next week at the same time and (unless another place and time is specified by the chairman at the time of the adjournment) at the same place and if at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being not less than 15%) shall be a quorum.
- 13.1 The President, or in his absence, one of the Vice Presidents, shall preside as chairman at each general meeting of the association.
- 13.2 If the President and the Vice Presidents are absent from the general meeting the members present shall elect one of their number to preside as chairman at the meeting.

- 14.1 The Chairman of a general meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
- 14.2 Where a meeting is adjourned for 14 days or more, a like notice of the adjourned meeting shall be given as in the case of the general meeting.
- 14.3 Except as provided in sub-clause (1) and (2), it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned meeting.
15. A question arising at a general meeting of the association shall be determined on a show of hands and unless before or on the declaration of the show of hands a poll is demanded, a declaration by the chairman that a resolution has, on the show of hands, been carried or carried unanimously or carried by a particular majority or lost, and an entry to that effect in the minute book of the association is evidence of the fact, without proof of the number or proportion of the votes in favour of, or against, that resolution.
- 16.1 Upon any question arising at a general meeting of the association a member has one vote only.
- 16.2 There shall be no proxy voting.
- 16.3 In the case of an equality of voting on a question, the chairman of the meeting is entitled to exercise a second or casting vote.
- 17.1 If at a meeting a poll on any question is demanded by a member, it shall be taken at that meeting in such a manner as the chairman may direct and the resolution of the poll shall be deemed to be a resolution of the meeting on that question.
- 17.2 A poll that is demanded on the election of a Chairman or on a question of an adjournment shall be taken forthwith and a poll that is demanded on any other question shall be taken at such time before the close of the meeting as the Chairman may direct.
18. A member is not entitled to vote at any general meeting unless all moneys due and payable by him to the association have been paid, other than that amount of the annual subscription payable in respect of the current financial year.

## **MANAGEMENT COMMITTEE**

- 20.1 The affairs of the association shall be managed by a Committee of management as provided in Rule 21.
- 20.2 The Committee-
- (a) shall control and manage the business affairs of the association.
  - (b) may, subject to these Rules, the regulations and the Act, exercise all such powers and functions as may be exercised by the association other than those powers and functions that are required by these rules to be exercised by general meetings of the members of the association; and
  - (c) subject to these rules, the regulations and the Act, has the power to perform all such acts and things as appear to the Committee to be essential for the proper management of the association.
- 21.1 The officers of the association shall be-
- (a) a President;
  - (b) Vice Presidents, one representing each band *within the association*
  - (c) a Treasurer; and
  - (d) a Secretary.

- 21.2 The provision of rule 23 so far as they are applicable and with the necessary modifications, apply to and in relation to the election of persons to any of the offices referred to in sub clause (1).
- 21.3 Each officer of the association shall hold office until the annual general meeting next after the date of his election but is eligible for re-election.
- 21.4 In the event of a casual vacancy in any office referred to in sub-clause (1) the Committee may appoint one of its members to the vacant office and the member so appointed may continue to hold office up to and including the conclusion of the annual general meeting next following the date of his appointment.
- 22.1 Subject to section 23 of the Act, the Committee shall consist of-
- (a) the officers of the association;
  - (b) the Musical Directors; and
  - (c) three ordinary members each of whom shall be elected at the annual general meeting of the association, except for the Musical Directors who shall be appointed by the Committee at the first meeting following the annual general meeting.
- 22.2 Each ordinary member of the Committee shall, subject to these rules, hold office until the annual general meeting next after the date of his election but is eligible for re-election.
- 22.3 In the event of a casual vacancy occurring in the office of an ordinary member of the Committee, the Committee may appoint a member of the association to fill the vacancy and the member so appointed shall hold office, subject to these rules, until the conclusion of the annual general meeting next following the date of his appointment.
- 23.1 Nominations of candidates for election as officers of the association or as ordinary members of the Committee-
- (a) shall be made in writing, signed by two members of the association and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and
  - (b) shall be delivered to the secretary of the association not less than seven days before the date fixed for the holding of the annual general meeting.
- 23.2 If insufficient nominations are received to fill the vacancies on the Committee, the candidates nominated shall be deemed to be elected and further nominations shall be received at the annual general meeting.
- 23.3 If the number of nominations received is equal to the number of nominations to be filled, the persons nominated shall be deemed to be elected.
- 23.4 If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held.
- 23.5 The ballot for the election of officers and ordinary members of the Committee shall be conducted at the annual general meeting in such a usual and proper manner as the Committee may direct.
- 23.6 A nomination of a candidate for election under this clause is not valid if that candidate has already been elected into another office.
- 23.7 No person may hold more than one position referred to in rule 21 (1).
24. For the purposes of these rules, the office of an officer of the association or of an ordinary member of the Committee becomes vacant if the officer or member-
- (a) ceases to be a member of the association;

- (b) becomes insolvent under the administration within the meaning of Companies (Victoria) Code; or
  - (c) resigns his office by notice in writing given to the secretary giving at least one months notice.
- 25.1 The Committee shall meet at least six (6) times in each year at such place and times as the Committee may determine.
- 25.2 Special meetings of the Committee may be convened by the President, Secretary or by any four members of the Committee.
- 25.3 Notice shall be given to members of the Committee of any special meeting specifying the general nature of the business to be transacted and no other business shall be transacted at such a meeting.
- 25.4 Any four members of the Committee constitutes a quorum for the transaction of the business of the Committee.
- 25.5 No business shall be transacted unless a quorum is present and if within half an hour of the appointed time for the meeting to commence a quorum is not present the meeting shall stand adjourned to a time and place determined by the Chairman.
- 25.6 At meetings of the Committee-
- (a) the President or in his absence one of the Vice Presidents (as decided by those members present) shall preside; or
  - (b) if the President and the Vice President(s) are absent, such one of the remaining members of the Committee as may be determined by the members present shall preside.
- 25.7 The Committee has the power to set up any sub-committee for any purpose the Committee sees fit.
- 25.8 The Committee has the power to make, cancel or alter the By-Laws of the *association* at any time.
- 25.9 Questions arising at a meeting of the Committee or of any sub-committee appointed by the Committee shall be determined by a show of hands or, if demanded by a member, by a poll taken in such a manner as the person presiding at the meeting may determine.
- 25.10 Each member present at a meeting of the Committee or of any sub-committee appointed by the Committee (including the person presiding at the meeting) is entitled to one vote and, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.
- 25.11 Notice of each Committee meeting shall be advised to Committee members at a reasonable time before the meeting.
- 25.12 Subject to sub-clause (4) the Committee may act notwithstanding any vacancy on the Committee.
26. The President of the association shall see that the affairs of the association are carried out in accordance with the purposes and rules of the association.
- 27 The Vice Presidents' shall carry out the duties of the President in his absence.
- 28 The Secretary of the association shall
- (a) keep minutes of the resolutions and proceedings of each general meeting and each Committee meeting in books provided for that purpose together with a record of the names of persons present at Committee meetings.

- (b) shall be responsible for all correspondence inward and outward except as determined by the Committee from time to time.
- (c) shall be responsible for the recording of all new members names in the membership register following the acceptance of that persons application for membership by the Committee.

29 The Treasurer of the association shall

- (a) record all transactions and deposit all funds in an account with a recognised bank;
- (b) at each Committee meeting present a statement as to the association's finances and present a list of accounts for payment;
- (c) on the instruction of the Committee pay such accounts outstanding;
- (d) at each annual general meeting present a properly audited balance sheet and income and expenditure statement of the association's finances.
- (e) at each annual general meeting present an annual budget for the association.

30 The Musical Director of a band shall-

- (a) be appointed by the Committee at the first meeting following the annual general meeting. The retiring Musical Director(s) are eligible for re-appointment;
- (b) be responsible for the training of each band and for the preparation of programmes for all upcoming engagements
- (c) be paid a sum of money as determined by the Committee;
- (d) be able to recommend that the Committee decline or defer an application for playing membership if he is of the opinion that the person is not capable of performing the music that his band is playing or, his band does not require that persons particular instrument.;
- (e) prior to acceptance of playing a 'job', the Musical Director has the final decision on whether the band plays at functions. If he feels that the band is not ready musically, he can say so. The Committee should consult the Musical Director before accepting an engagement;
- (f) be responsible for matters of minor discipline, but shall refer any major problems to the band management or the main Committee for it to deal with as it sees fit.
- (g) have the right to exclude a person from a performance if that player is not attending an acceptable number of rehearsals, but shall advise the President and/or Vice President before approaching the player (an unacceptable record of attendance would be two unapologised absences, from regular rehearsals, out of eight);
- (h) annually appoint an assistant to carry out the duties of the Musical Director should he be unavailable;
- (i) have complete control of the choice of music but players thoughts will be considered;
- (j) give at least one months notice in writing should he wish to resign;
- (k) be given at least one months notice in writing should the Committee decide to dismiss him.

### **REMOVAL OF A MEMBER OF COMMITTEE**

- 31.1 The association in general meeting may by resolution remove any member of the Committee before the expiration of his term of office and appoint another member in his stead to hold office until the expiration of the term of the first-mentioned member.
- 31.2 Where the member to whom a proposed resolution referred to in sub-clause (1) makes representation in writing to the secretary or President of the association (not exceeding a reasonable length) and requests that they be notified to the members of the association, the secretary or the President may send a copy of the representations to each member of the association or, if they are not sent, the member may require that they be read out at the meeting.

## **FINANCIAL DOCUMENTS**

32. All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed by two members of the Committee.

## **COMMON SEAL**

- 33.1 The common seal of the association shall be kept in the custody of the secretary;
- 33.2 The common seal of the association shall not be affixed to any instrument except by the authority of the Committee and the affixing of the common seal shall be affixed to by the signatures of two members of the Committee or of one member of the Committee and the Public Officer of the association.

## **ALTERATION OF RULES AND STATEMENT OF PURPOSES**

- 34 These rules and the statement of purposes of the association shall not be altered except in accordance with the Act.

## **NOTICES**

- 35.1 A notice may be served by or on behalf of the association upon any member either personally or by sending it by post to the member at the address in the register of members;
- 35.2 Where a document is properly addressed prepaid and posted to a person as a letter, the document shall, unless the contrary is proved, be deemed to have been given to the person at the time at which the letter would have been delivered in the normal course of post.

## **WINDING UP OR CANCELLATION**

- 36 In the event of the winding up or the cancellation of the association, the assets of the association shall be given to the City of Maroondah as an absolute gift for disposal by the Mayor and Councillors as they see fit.

## **CUSTODY OF RECORDS**

- 37 Except where otherwise provided in these rules, the secretary shall keep in his custody all books, documents and securities of the association except for those relating to the financial accounts of the association which shall be kept by the treasurer until those documents are either of no further use or fully used, and they shall then be given to the secretary for security.

## **FUNDS**

38. The funds of the association shall be derived from entrance fees, annual subscriptions donations and such other sources as the Committee determines.

## **BAND COMMITTEES**

- 39.1 Each band within the organisation shall be managed by a band committee
- 39.2 Membership of a band committee shall be made up of:
- (a) Musical Director appointed by the main committee under rule 30(a)
  - (b) Assistant Musical Director appointed under rule 30(h)
  - (c) A Vice President/Band Manager

- (d) A band secretary
- (e) A band librarian
- (f) A drum major
- (g) any number of ordinary committee members as necessary to ensure the smooth running of the band.

- 39.3 With the exception of the Musical Director and Assistant Musical Director, all members of a band committee shall be elected at the Annual General Meeting and hold office until the next annual general meeting. All members shall be eligible for re-election.
- 39.4 Casual vacancies on band committees shall be filled in accordance with rule 22.3
- 39.5 A band committee shall be represented on the Main Committee by its Vice President and/or Musical Director. Should either of these be unavailable, the band committee may send a proxy to represent it on the Main Committee
- 39.6 The band committee, under guidance from the main committee where necessary, shall manage all activities of the band and the recruitment of musicians for the band.
- 39.7 A Band committee may not establish bank accounts or other financial apparatus to manage the activities of the band. These shall be established and managed by the main committee.
- 39.8 The Band Manager, in conjunction with the Musical Director, shall be responsible for the management of the band committee and the band, including the delegation of tasks to committee members, except where otherwise specified in these rules.