



AUSTRALIAN NATURIST FEDERATION

(Incorporated in New South Wales)

CONSTITUTION

2021

- adopted by the federation members by special resolution passed at Annual General Assembly held on 30 December 2014
- Date of commencement of *Constitution 2014*: 9 January 2015
- Date of commencement of amendments approved by special resolution of members at Special General Meeting held on 11 April 2021:

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DIVISION 1 — PRELIMINARY**Division 1.1 Purpose of Constitution**

1.1.1 This Constitution sets out the Objects and Rules of the ANF for the following purposes—

- a) to clarify rights, privileges and obligations in dealings with the Federation and its Committee; and
- b) to promote transparency, accountability and certainty in relation to the Committee's dealings with ANF members, affiliates and external parties including, regulatory agencies, contractors and the nudist movement; and
- c) thereby to assist members to act together harmoniously to achieve the ANF's Objects;
- d) This Constitution commences when it is lodged with the NSW Office of Fair Trading.

1.1.2 The ANF's former constitution ceases to have effect when this Constitution is lodged with the NSW Office of Fair Trading.

1.1.3 Commencement of alterations of or amendments to the Constitution are to be treated as a contravention of this Constitution.

- a) This document is the Constitution 2021 of the Australian Naturist Federation.
- b) The Federation is incorporated under the NSW Incorporated Associations Register.
- c) The Constitution as adopted on the 30th of December and 31st day of December 1968 as amended is repealed hereby.

Incorporation Number	INC9887536
Association Name	AUSTRALIAN NATURIST FEDERATION INCORPORATED
Suburb	LAKE HAVEN
Postcode	2263
Status	REGISTERED
Date of Incorporation	22/05/2007

- d) Any appointments and/or agreements made under the Constitution hereby repealed and not in violation of this Constitution shall remain in force as if made under this Constitution.
- e) This Constitution acknowledges that the Australian Naturist Federation (Inc.) operates under the auspices of the International Naturist Federation as an affiliate.
- f) Under The Associations Incorporation Act 2009, these Rules are taken to constitute the terms of a contract between the Federation and its members.

Division 1.2. — Name

1.2.1 The name of the organisation shall be "Australian Naturist Federation Incorporated" hereinafter referred to as the "ANF" or "The Federation".

Division 1.3. — Purpose / Objectives

1.3.1 The purposes and objectives of the Federation shall be:

- a) To act as the national organisation for the naturist/nudist movement in Australia.

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- b) To promote organised nudism/naturism in Australia, its ideals and activities, and its good public image.
- c) To safeguard and serve the individual and collective interests of Affiliated Organisations of the Federation and to consolidate and preserve the unity of the organised nudist movement in Australia.
- d) To assist in the formation of clubs/organisations whose objectives are in concordance with this Constitution and to encourage them to become active Affiliated Organisations of the Federation.
- e) To promote sporting and cultural interests and activities for its Members.
- f) To support naturist/nudist clubs/organisations and/or individual nudists/naturists either by loans or grants.
- g) To maintain contact with naturist/nudist and kindred organisations throughout the world.
- h) To promote and act on conservation and preservation with regard to flora and fauna.
- i) To promote the legislation and development of free beaches and/or other public venues for nudists/naturists in Australia and subsequently to assist in the formation of and liaison with local Free Beach Groups.
- j) To construct, purchase, lease or otherwise acquire buildings, real or personal property or carry out works that may be necessary and appropriate in the attainment of the objectives of the Federation and to borrow, raise or give security for any money on such terms as the Annual General Meeting shall determine to be suitable.
- k) To produce or assist in the production of any printed or audio-visual material relevant to The Federation.
- l) To promote and encourage youth participation. and
- m) To engage in and/or support any other activities which accord with the principles and ideals of nudism/naturism.

Division 1.4. — Financial Year

1.4.1 The financial year of the Federation is each period of 12 months starting 1st July to the 30th June of the following year.

DIVISION 2 — POWERS OF THE FEDERATION

Division 2.1. — The powers of the Federation are:

2.1.1. Subject to the Act, the Federation has power to do all things incidental or conducive to achieve its purposes.

2.1.2. Without limiting sub rule (2.1.1.), the Federation may:

- a) Take over the funds and other assets and liabilities of the present incorporated Federation known as the Australian Naturist Federation.
- b) Subscribe to, become a member of and co-operate with any other association, club or organisation, whether incorporated or not, whose objects are altogether or in part similar to those of the Federation provided that the Federation shall not subscribe to or support with its funds any Club or Resort which does not prohibit the distribution of its income and property among its members to an extent at least as great as that imposed on the Federation.
- c) In furtherance of the objects of the Federation to buy, sell and deal in all kinds of articles, commodities and provisions, both liquid and solid, for the members of the Federation or persons frequenting the Federation premises.
- d) Purchase, take on lease or in exchange, hire and otherwise acquire any lands, buildings, easements or property, real and personal, and any rights or privileges which may be requisite for the purpose of, or capable of being conveniently used in connection with, any of the objects of the Federation. Provided that in case the Federation shall take or hold any property which may be subject to any trusts the Federation shall only deal with the same in such manner as is allowed by law having regard to such trusts.
- e) Enter into any arrangements with any Government or Authority that are incidental or conducive to the attainment of the objects and the exercise of the powers of the Federation, to obtain from any such Government or Authority any rights, privileges and concessions which the Federation may think desirable to obtain, and carry out, exercise and comply with any such arrangements, rights, privileges and concessions.
- f) Appoint, employ, remove or suspend such managers, clerks, secretaries, servants, workmen and other persons as may be necessary or convenient for the purposes of the Federation.
- g) Remunerate any person or body corporate for services rendered, or to be rendered, and whether by way of brokerage or otherwise in placing or assisting to place or guaranteeing the placing of any unsecured notes, debentures or other securities of the incorporated association, or in or about the incorporated Federation or promotion of the incorporated Federation or in the furtherance of its objectives.
- h) Construct, improve, maintain, develop, work, manage, carry out, alter or control any houses, buildings, grounds, works or conveniences which may seem calculated directly or indirectly to advance the Federation's interests, and to contribute to, subsidise or otherwise assist and take part in the construction, improvement, maintenance, development, working, management, carrying out, alteration or control thereof.
- i) Invest and deal with the money of the Federation not immediately required in such manner as may from time to time be thought fit.
- j) Take, or otherwise acquire, and hold shares, debentures or other securities of any company or body corporate.

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- k) In furtherance of the objects of the Federation lend and advance money or give credit to any person or body corporate, to guarantee and give guarantees or indemnities for the payment of money or the performance of contracts or obligations by any person or body corporate and otherwise to assist any person or body corporate.
- l) To borrow or raise money either alone or jointly with any other person or legal entity in such manner as may be thought proper and whether upon fluctuating advance account or overdraft or otherwise to represent or secure any moneys and further advances borrowed or to be borrowed alone or with others as aforesaid by notes secured or unsecured, debentures or debenture stock perpetual or otherwise, or by mortgage, charge, lien or other security upon the whole or any part of the incorporated Federation's property or assets present or future and to purchase, redeem or pay-off any such securities.
- m) To draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange, bills of lading and other negotiable or transferable instruments.
- n) In furtherance of the objects of the Federation to sell, improve, manage, develop, exchange, lease, dispose of, turn to account or otherwise deal with all or any part of the property and rights of the Federation.
- o) To take or hold mortgages, liens or charges, to secure payment of the purchase price, or any unpaid balance of the purchase price, of any part of the Federation's property of whatsoever kind sold by the Federation, or any money due to the Federation from purchasers and others.
- p) To take any gift of property whether subject to any special trust or not, for any one or more of the objects of the Federation but subject always to the proviso in sub-clause (d).
- q) To take such steps by personal or written appeals, public meetings or otherwise, as may from time to time be deemed expedient for the purpose of procuring contributions to the funds of the Federation, in the shape of donations, annual subscriptions or otherwise.
- r) To print and publish any newspapers, periodicals, books or leaflets that the Federation may deem desirable for the promotion of its objects.
- s) In furtherance of the objects of the Federation amalgamate with any one or more incorporated associations having objects altogether or in part similar to those of the Federation and which shall prohibit the distribution of its or their income and property among its or other members to an extent at least as great as that imposed upon the Federation.
- t) In furtherance of the objects of the Federation transfer all or any part of the property, assets, liabilities and engagements of the Federation to any one or more of the incorporated associations with which the Federation is authorised to amalgamate.
- u) In furtherance of the objects of the Federation purchase or otherwise acquire and undertake all or any part of the property, assets, liabilities and engagements of any one or more of the incorporated associations with which the Federation is authorised to amalgamate.
- v) To make donations for patriotic, charitable or community purposes.
- w) To transact any lawful business in aid of the Commonwealth of Australia in the prosecution of any war in which the Commonwealth of Australia is engaged.
- x) To do all such other things as are incidental or conducive to the attainment of the objects and the exercise of the powers of the Federation.
- y) To extract a minimal Constitution from the ANF Constitution as current at January 2014, suitably adjusted, using the Model Constitution, as approved by the NSW Department of Fair Trading in accordance with the Associations Incorporations Act 2009, as a guide.

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- z) To extract a set of Bylaws, primarily based on the balance of the ANF constitution as current at January 2014, but amending or repealing certain clauses and including the introduction of new innovative concepts, not present in that superseded constitution.

Division 2.2— Management

2.2.1. All the powers of management of the Federation shall be vested in the Annual General Meeting.

2.2.2. The Annual General Meeting shall delegate all of its powers to the Executive unless restrictions are imposed by this Constitution or by any resolution of the Annual General Meeting.

2.2.3. The Executive shall have power in all ordinary business administration.

2.2.4. The Executive must meet at least every four (4) months or as directed by the Annual General Meeting and may consult by any other means provided that expenditure is limited to the annual budget set for that purpose. During these meetings the Executive may: Formulate executive committee motions for presentation at the Annual General Meeting, based on resolutions agreed on at said meetings and so recorded in the minutes of the meeting. The committee may also move such motions at the Annual General Meeting.

2.2.5. The Executive shall gain prior authorisation by the Annual General Meeting:

- a) To commit the Federation on matters of policy, procedures and finance,
- b) To alter any part of this Constitution,
- c) To suspend or terminate corporate or individual membership.

2.2.6 In cases 2.2.5 (a) above the Executive may also seek approval from the affiliates by ballot.

2.2.7 In cases 2.2.5 (b and c) above the Executive must seek approval from the affiliates by ballot.

2.2.8 At an Executive Committee meeting, at least three (3) or a simple majority of a number equal to half of the members elected or appointed to the Executive as at the close of the last Annual General Meeting of the members shall constitute a quorum.

2.2.9 The Secretary must report to each Committee meeting on correspondence between the ANF and other parties and must keep minutes of:

- a) all elections and appointments of Committee members and office-bearers; and
- b) the names of members present at a Committee meeting or an Annual General Meeting; and
- c) all proceedings at Committee meetings and Annual General Meeting; and
- d) the result of all votes on motions before the Committee.

2.2.10 The Secretary must—

- a) circulate draft minutes of a Committee meeting to Committee members within 2 weeks of the occurrence of a Committee meeting; and
- b) circulate draft minutes of a committee meeting to ANF members within 3 weeks of the occurrence of a Committee meeting.

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2.2.11 The minutes of each management committee meeting must be signed or confirmed in writing by the chairperson of the meeting, or the chairperson of the next management committee meeting, verifying their accuracy.

2.2.12 The Annual General Meeting may appoint one delegate to represent the Federation at the INF Conference or other International Events.

2.2.13 The Annual General Meeting may form Sub-committees in advisory capacities for special purposes and the President shall be an ex officio member of any and all such committees.

2.2.14 The Annual General Meeting has the power to make additional rules and regulations concerning modes of conduct, sporting events, etc. from time to time as it sees fit. (Division 2.4).

Division 2.3— Amendments to the Constitution

2.3.1 Proposals for changes to the Constitution to be addressed at the Annual General Meeting must be lodged with the ANF Secretary no less than eight (8) weeks before the Annual General Meeting by way of “Notices of Motion” from Affiliated Organisations or the Constitution Review Committee.

2.3.2 Amendments to this Constitution shall be dealt with at the Annual General Meeting or at any other time by vote, ballot or resolution as requested by Affiliated Organisations or the Executive.

2.3.3 Subject to the Associations Incorporation Act 2009, these rules may be amended, repealed or added to by a special resolution carried at an Annual General Meeting or at any other time requested by the Executive of the Federation or by Affiliated Organisations, however, an Amendment, Repeal or Addition is valid only if it is registered by the ANF Executive.

2.3.4 Copies of Changes to the Constitution thus affected must be sent to all Affiliated Organisations at least six (6) weeks prior to such proposals.

Division 2.4. — By-Laws

2.4.1. Subject to division 2.3 the Executive committee may from time to time make and amend By-laws in accordance with division 2.1.2 above. The By-laws must not be inconsistent with this constitution.

2.4.2. Without limiting the generality of the foregoing, the Executive committee may make By-laws with respect to:

- a) classification categories of membership including the membership type and assessment of applications of members, conduct standards and procedures for dealing misconduct.

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DIVISION 3 — MEMBERS

Division 3.1 Categories of membership

3.1.1 The ANF recognizes the following categories of membership:

- Affiliate Organisations;
- ANF Sponsors;
- ANF Individual Members.

3.1.2 Details on Membership and classes of membership are found in the bylaws.

DIVISION 4 — THE ANNUAL GENERAL MEETING

Division 4.1. — Rules

4.1.1 The Annual General Meeting shall be held once a year within six (6) months of the end of the ANF financial year at the Annual Convention (if held) and at other times if deemed necessary.

4.1.2 The Annual General Meeting shall be conducted in accordance with the rules of Parliamentary Procedure.

4.1.3 Applications and submissions to host the Annual General Meeting and Conventions must be lodged with the Secretary prior to the commencement of the previous Annual General Meeting.

4.1.4 If no applications have been received in accordance with Division 4.1.3, nominations can be accepted from the floor to host the next Annual General Meeting.

4.1.5 If no applications are received in accordance with Division 4.1.4, nominations may be sent to the Secretary, and a decision will be made by the committee and circulated to members and Affiliate Organisations no later than ten (10) weeks prior to the next scheduled meeting.

4.1.6 The Presiding Officer shall have absolute control of the Annual General Meeting in all procedural matters, matters of conduct and, where necessary and not otherwise provided for, may exercise discretion.

4.1.7 The ordinary business of the Annual General Meeting is as follows:

- a) to confirm the minutes of the previous Annual General Meeting and of any Special General Meeting held since then;
- b) to receive and consider;
 - i. the annual report of the Executive Committee on the activities of the Association during the preceding financial year; and
 - ii. the financial statements of the Federation for the preceding financial year submitted by the Executive Committee Treasurer;
- c) to elect the Executive Committee and ANF Officers;
- d) to confirm or vary the amounts (if any) of the annual subscription and joining fee.

4.1.8 The Annual General Meeting may also conduct any other business of which notice has been given in accordance with these Rules.

4.1.9 Motions for consideration at the Annual General Meeting must be in the hands of the Secretary of the ANF at least Eight (8) weeks in advance of the meeting.

4.1.10 The minutes of each Annual General Meeting must be signed by the chairperson of the meeting, or the chairperson of the next meeting of the Federation that is a general meeting or annual general meeting, verifying their accuracy.

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Division 4.2. — Special General Meeting

4.2.1 Any General Meeting of the Federation, other than an Annual General Meeting or a disciplinary appeal meeting is a Special General Meeting.

4.2.2 No business other than that set out in the notice under rule 4.2.4 may be conducted at the meeting.

4.2.3 The Secretary (or, in the case of a Special General Meeting, the members convening the meeting) must give to each member of the Federation:

- a) at least 21 days' notice of a Special General Meeting if a special resolution is to be proposed at the meeting; or
- b) at least 14 days' notice of a Special General Meeting in any other case.

4.2.4 The notice must:

- a) specify the date, time and place of the meeting; and
- b) indicate the general nature of each item of business to be considered at the meeting; and
- c) if a special resolution is to be proposed:
 - i. state in full the proposed resolution; and
 - ii. state the intention to propose the resolution as a special resolution;

4.2.5 This rule does not apply to a disciplinary appeal meeting.

Division 4.3. — Composition of the Annual General Meeting

4.3.1 The composition of the Annual General Meeting shall consist of;

- a) The Federation's Executive and Officers,
- b) Each Affiliate Organisation may send One Delegate carrying a total of one (1) vote each,
- c) One Delegate representing the views of the Individual members,
- d) A Returning Officer,
- e) An Attendance Registrar will be responsible for verifying Delegates' Member proxy lists.

Division 4.4. — Proxies

4.4.1 An Affiliate Organisation may appoint a delegate of another Affiliate as their proxy to vote and speak on their behalf at an Annual General Meeting.

4.4.2 The appointment of a proxy must be in writing and signed by the representatives of the Affiliate making the appointment.

4.4.3 The Affiliate appointing the proxy may give specific directions as to how the proxy is to vote on their behalf, otherwise the proxy may vote on behalf of the member in any matter as he or she sees fit.

4.4.4 Notice of a general meeting given to a member under division 4.2 must —

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- a) state that the member may appoint another member as a proxy for the meeting, and
- b) include a copy of any form that the Executive Committee has approved for the appointment of a proxy.

4.4.5 A form appointing a proxy sent by post is of no effect unless it is received by the Federation no later than seven (7) days before the commencement of the meeting.

4.4.6 A form appointing a proxy sent electronically is of no effect unless it is received by the Federation no later than 24 hours before the commencement of the meeting.

4.4.7 A form appointing a proxy must be given to the Chairperson of the meeting before or at the commencement of the meeting.

4.4.8 Each proxy expires three (3) months after the date of signature of the Affiliate giving the proxy.

4.4.9 Further details on Proxys can be at Division 4.6.3.

Division 4.5. — Use of technology

4.5.1. A member not physically present or represented at an Annual General Meeting may be permitted to participate in the meeting by the use of technology that allows that member and the members present at the meeting to clearly and simultaneously communicate with each other.

4.5.2 For the purposes of this Part, a member participating or represented in a Annual General Meeting as permitted under sub-rule 4.5.1 is taken to be present at the meeting and, if the member votes at the meeting, is taken to have voted in person.

Division 4.6. — Quorum at Annual General Meetings

4.6.1 No business may be conducted at an Annual General Meeting unless a quorum of members is present.

4.6.2 A quorum shall comprise Delegates, and Proxy Delegates representing 50% or more of the total number of present or absent Affiliated Organisations on the Affiliated Organisations Register, as registered with the Attendance Registrar and present at the Annual General Meeting.

4.6.3 The meeting is inquorate if the number of Proxy votes at the meeting is equal to or outnumber the number of delegates attending, either physically or virtually.

4.6.4 If, at the scheduled place and time of an Annual General Meeting, a quorum is not met, the Executive is empowered to determine a place, time and method to re-convene the Annual General Meeting, which must be held within 90 days.

4.6.5 If a special general meeting convened by, or at the request of, members under 4.2.3 is dissolved, the business that was to have been considered at the meeting is taken to have been dealt with.

4.6.6 If members wish to have the business reconsidered at another special general meeting, the members must make a new request under division 4.2.

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4.6.7 The presiding Executive shall remain until the re-convened Annual General Meeting.

4.6.8 If a quorum is not met at the re-convened Annual General Meeting, according to Clause 4.6.3, The presiding Executive shall remain, thus enabling the ANF to function until the next scheduled Annual General Meeting.

4.6.9 If the subsequent Annual General Meeting fails to reach a quorum, the ANF shall be automatically dissolved. (as under Section 9).

Division 4.7. — Resolutions to Motions

4.7.1 On any question arising at a general meeting, Resolutions to Motions of a general nature shall be decided by “Show of Hands”, including ratification of solitary Executive/Officer appointments, by simple majority of those present, including proxy votes, unless a Secret Ballot is requested by 50% or more of those present and eligible to vote, but not including proxies.

4.7.2 In cases of Show of Hands voting and where the total number of Yes votes is equal to the number of No votes, the Chairperson shall:

- a) Either order the matter to be re-discussed and a fresh Vote taken, or
- b) Upon consultation with the executive committee members present, exercise his/her Casting Vote to resolve the issue, by voting either Yes or No.

4.7.3 Resolutions to Motions shall be decided by Secret Ballot in the following cases:

- a) To Motions of a General nature, where a Secret Ballot was requested by Show of Hands (as under 4.7.2),
- b) to elect Executives and Officers where more than one application was received for each position and where a simple majority of votes (51%), (ref. The Act, Clause 38.1) shall apply.
- c) To Special Resolutions to:
 - i. Amend the Constitution, and
 - ii. On Expulsion of Affiliated Organisations, based upon votes collected by the Returning Officer from:
 - 1. Affiliated Organisations Delegates present,
 - 2. Absent Affiliated Organisations Proxy Delegates present,
 - 3. (in cases of Amendments to the Constitution, where a 75% approval rate shall apply. (ref. The Act, Clause 39.1).
 - iii. From the ANF Executive (In cases of Election of Executives and/or Officers or Expulsion of Affiliated Organisations), where absent Affiliated Organisations or ANF card-carrying Individual Members named the Executive’s Representative as their proxy.
 - iv. Resolutions to Motions to amend this Constitution and in cases of Expulsion of Affiliated Organisations shall, be carried by a 75% majority of all votes (ref The Act, Clause 39.1) having been entered in the Secret Ballot, provided that the votes of Delegates and Individual Members present shall outnumber those of Proxy Delegates.

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Division 4.8. — Conflict of interest

4.8.1 An Executive committee member who has a material personal interest in a matter being considered at an Executive committee meeting must disclose the nature and extent of that interest to the Executive Committee.

4.8.2 The member:

- a) must not be present while the matter is being considered at the meeting; and
- b) Must not vote on the matter.

4.8.3 If there are insufficient Executive committee members to form a quorum because a member who has a material personal interest is disqualified from voting on a matter, a Special General Meeting may be called to deal with the matter.

DIVISION 5 — DUTIES OF OFFICERS AND INDEPENDENT APPOINTEES

Division 5.1. — President / Vice President

5.1.1 The President shall:

- a) Be responsible for the good management of the Federation, supervise the activities of the Executive and ANF Officers and act as the principal Liaison Officer at all levels of management and administration.
- b) Preside over all Executive and Federation meetings and be an ex-officio member of all subcommittees.
- c) Carry out all lawful directions of the Executive.

5.1.2 Executive decisions shall be taken by a simple majority of the Executive.

5.1.3 The Vice President shall:

- a) Preside at meetings in the President's absence.
- b) Assist the President in his/her duties.
- c) Become Acting President in the case of a temporary or permanent absence or incapacity of the President until such time as the President resumes his/her duties or until a new President is appointed either by ballot or at the Annual General Meeting.
- d) Carry out such tasks that the Annual General Meeting may from time to time determine.
- e) Chair a permanent Constitution Review Committee whose composition shall be determined by the Annual General Meeting.
- f) Be responsible for the handling of all electronic mail (e-mail) to the Federation.
- g) Maintain contact with the International Naturist Federation regarding any matters, which may affect the ANF and its Affiliated Organisations.
- h) Carry out all lawful directions of the Executive.

Division 5.2. — Secretary / Assistant

5.2.1 The Secretary shall:

- a) Keep and update all records, documents and minutes.
- b) Keep and update all files of Affiliated Organisations.
- c) Act as returning officer for any elections.
- d) Send out notices and reports for the Annual General Meeting at least six (6) weeks in advance.
- e) Send out notices and reports and attend all Executive and Annual General Meeting meetings and prepare and dispatch minutes of such meetings to all Affiliates.
- f) Carry out all lawful directions of the Executive.

5.2.2 The Assistant Secretary (if elected) shall:

- a) Assist the Secretary as required.

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- b) Become Acting Secretary in the case of the temporary or permanent absence or incapacity of the Secretary until such time that the Secretary is able to resume office or a new Secretary has been elected by ballot or by the Annual General Meeting.
- c) Carry out all lawful directions of the Executive.

Division 5.3. — Treasurer / Assistant**5.3.1 The Treasurer shall:**

- a) Record and bank all monies paid to the Federation and issue receipts.
- b) Keep the financial records and books of account of the Federation.
- c) Make payment and disbursements as authorised or instructed by the Executive or the Annual General Meeting.
- d) Administer the ANF Membership cards and INF passport and stamp system in conjunction ANF Individual Members Administrator.
- e) Process applications for affiliation in conjunction with the Affiliated Organisations Liaison Officer.
- f) Prepare and submit to each Annual General Meeting independently audited statements of income and expenditure, balance sheets and/or any other documents relevant to the finances of the Federation, and are with the secretary in time for the Reports to be sent out to all Affiliated Organisations at least six (6) weeks prior to the meeting.
- g) Carry out all lawful directions of the Executive.

5.3.2 The Assistant Treasurer (if elected) shall:

- a) Assist the Treasurer as required.
- b) Become Acting Treasurer in the case of the temporary or permanent absence or incapacity of the Treasurer until such time that the Treasurer is able to resume office or a new Treasurer has been elected by ballot or by the Annual General Meeting.
- c) Carry out all lawful directions of the Executive and the Annual General Meeting.

Division 5.4. — ANF Individual Members Administrator**5.4.1 The ANF Individual Members Administrator shall:**

- a) Administer the ANF Individual Members in conjunction with the ANF Executive, while maintaining the privacy and confidentiality of member records.
- b) Administer the ANF Membership cards and INF passport and stamp system in conjunction with the Treasurer.
- c) Maintain the members database and update all relevant documents and records.
- d) Compile and distribute information for inclusion in the Federations newsletter.
- e) Obtain feedback from the ANF Individual Members prior to the AGM to formulate the groups views for the AGM.
- f) Report annually on all aspects of the ANF Individual Members to the Annual General Meeting and make recommendations for the same.
- g) Represent the ANF Individual Members at the Annual General Meeting.
- h) Carry out all lawful directions of the Executive and the Annual General Meeting.

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Division 5.5. — Youth Affairs Officer**5.5.1 The Youth Affairs Officer shall:**

- a) Liaise with Australian and International Youth Group Organisations/organisers on matters of interest to the Australian Young Nudists (AYN).
- b) Arrange a Youth Forum at the Annual Convention (if held) in conjunction with the AYN prior to the ANF Annual General Meeting.
- c) Formulate, prior to the ANF Annual General Meeting, recommendations to the Executive and/or Annual General Meeting for the promotion of youth participation in the nudist movement.
- d) Handle all correspondence relating to the business of the AYN.
- e) Receive and pass to the ANF Treasurer monies paid to the AYN.
- f) Provide reports for printing in the current choice of publication being used by the Federation.
- g) Perform such other duties as the AYN shall from time to time determine.
- h) In the event that no nominations are received for this position these duties will be the responsibility of the Liaison Officer.
- i) Carry out all lawful directions of the Executive and the Annual General Meeting.

Division 5.6. — Public Relations Officer**5.6.1 The Public Relations Officer shall:**

- a) Carry out public relations duties in consultation with the President and/or Executive as instructed by the Annual General Meeting.
- b) Represent the ANF to the media.
- c) Liaise with the State/Territory representatives, with the agreement of the Executive, to foster public relations activities on a regional basis.
- d) Report to the Executive at the regular executive meeting, report annually at the Annual General Meeting and make recommendations for any future action.
- e) Lead and Coordinate the ANFs Social Media Presence.
- f) Carry out all lawful directions of the Executive and the Annual General Meeting.

Division 5.7. —Affiliated Organisations Liaison Officer**5.7.1 The Affiliated Organisations Liaison Officer shall:**

- a) Be responsible for maintaining contact with the ANF Executive and disseminate to all Affiliated Organisations any decisions taken, which may affect their relationship with the ANF.
- b) Distribute to Affiliated Organisations any information of relevance.
- c) At the request of the ANF Executive carry out any duties which may affect the interaction between Affiliated Organisations and the ANF.
- d) Liaison between the ANF, Affiliated Organisations and nudists/naturists from overseas intending to visit Australia.
- e) Carry out all lawful directions of the Executive and the Annual General Meeting.

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Division 5.8. — Public Officer**5.8.1 The Public Officer shall:**

- a) Reside in New South Wales.
- b) Confirm that the NSW Office of Fair Trading is supplied with all information as required under the NSW Associations Incorporations Act 2009, including the Annual Return, changes to the ANF Executive and/or the ANF Constitution.
- c) Carry out all lawful directions of the Executive and the Annual General Meeting.

Division 5.9. — Independent Auditor**5.9.1 The Independent Auditor shall:**

- a) Operate independently and although so preferred, will not necessarily be a member of an Affiliated Organisation, nor necessarily be a naturist/nudist.
- b) Be amply qualified to audit books of account and all appertaining documents, such as a Certified Public Accountant, currently practicing or retired, as the case may be.
- c) Liaise fully with any member(s) of the Executive or Officer(s) or other Appointee(s) whose responsibilities may have bearing on him/her carrying out his/her duties:
 - i. The Treasurer, whose Books of Account and all other ancillary documents shall be made available on request at a time as set out in this Constitution.
Ancillary documents shall include, but may not be restricted to Bank Account Statements, Invoices and Receipts, Ledgers, Journals, Profit and Loss Statements, Balance Sheets, Accruals and Prepayments Registers, Investment Records, Interest Statements.
 - ii. The Independent Investment Manager, (if such appointment was made by the Executive of the ANF), whose Books of Account, as relevant to the Federation, shall be made available to him/her on request at a time as set out in this Constitution.
 - iii. Any other members of the Executive of the ANF or Appointees as under Clause 6.10.4.

5.9.2 Prepare an Annual Report for presentation to the Executive of the ANF, reporting on the state of the financial affairs of the Federation for the Financial Year just past, including:

- a) A Summary of the total number of Affiliated Organisations and ANF Individual Members,
- b) A Summary of the Finances under management by the Federation,
- c) A Summary of Tangible Assets, together with their Depreciation Schedules,
- d) A Summary of Liquid Assets under Investment, together with their Interest Schedules,
- e) A Statement of Assets and Liabilities,
- f) Asset Registers, together with their Depreciation Schedules,
- g) Accruals and Prepayments Registers.

5.9.3 The Independent Auditor's Remuneration shall be by negotiation between him/herself and the ANF Executive.**5.9.4 The Independent Auditor's Term of Office shall be by negotiation between him/herself and the ANF Executive.**

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5.9.5 Appointment of an Independent Auditor shall be ratified at the next Annual General Meeting.

5.9.6 Dismissal of an Independent Auditor by the ANF Executive before the expiry of the negotiated Term of Office shall be ratified at the next Annual General Meeting by way of a Secret Ballot, where the same rules will apply as those for the Dismissal of an Affiliated Organisation.

Division 5.10. — Independent Investment Manager

5.10.1 The Independent Investment Manager shall:

- a) Operate independently and although so preferred, will not necessarily be a member of an Affiliated Organisation, nor necessarily be a naturist/nudist.
- b) Be appropriately qualified to manage the investment of any ANF Surplus funds with the best appertaining rates and benefits available from time to time.
- c) Liaise fully with the Treasurer in all aspects of Investments.
- d) Liaise fully with the ANF's Independent Auditor at the time of Investment records being required for the Independent Auditor's Report to the ANF Executive.

5.10.2 The Independent Investment Manager's Remuneration shall be by negotiation between him/herself and the ANF Executive.

5.10.3 The Independent Investment Manager's Term of Office shall be by negotiation between him/herself and the ANF Executive.

5.10.4 Appointment of an Independent Investment Manager shall be ratified by the next Annual General Meeting.

5.10.5 Dismissal of an Independent Investment Manager by the ANF Executive shall be ratified by the next Annual General Meeting by way of a Secret Ballot, where the same rules will apply as those for the Dismissal of an Affiliated Organisations or Individual Member.

Division 5.11. — State Representatives

5.11.1 State Representatives are a networking role that will encourage networking and bringing Affiliated Organisations of a state together, to promote unity and communication between the Affiliated Organisations:

- a) Be the main organiser for interclub social events for all the Affiliated Organisations at state level.
- b) Seek out and if appropriate keep in contact with non-affiliated clubs, resorts and groups in the respective states to encourage them to consider becoming affiliated with ANF; and
- c) Represent the Affiliated Organisations of their state with matters regarding their state laws and regulations about naturism/nudism. An example is being able to influence the decision of existing clothing optional beaches not getting closed and the possible proclamation of new ones being opened.

5.11.2 The positions of State Representative must be ratified by the Affiliates (if any) in their state.

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- a) The Secretary contacts all affiliates with details for the State representatives appointed at the AGM or to fill an ad hoc vacancy.
- b) An affiliate who wants to object to an appointment, has 30 days from the notification, to lodge that objection with the Secretary.
- c) the objection will be dealt with at the next ANF committee meeting.
- d) Further input can be sort from the objecting affiliate.
- e) If an affiliate does not contact the ANF within the specified time period, it will be taken that the affiliate has no objections to the position.
- f) If an objection is upheld, that position is to be declared vacant and refilled as a casual vacancy, and then steps 5.11.2(a) to 5.11.2(e) will happen.
- g) If no objections are received, or if an objection lodged, as detailed in paragraph 5.11.2 f) is rejected, the appointment will take effect immediately.

SECTION 6 — ELECTION OF EXECUTIVE AND OFFICERS

Division 6.1. — The Annual General Meeting

6.1.1 The Annual General Meeting shall elect an ANF Executive comprising:

- a) President,
- b) Vice President,
- c) Secretary,
- d) Treasurer and
- e) ANF Individual Members Administrator.

6.1.2 Each incumbent's Term of Office shall be for two (2) years.

Division 6.2. — The President and Treasurer

6.2.1 The offices of President and Treasurer shall become vacant at even numbered Annual General Meetings.

Division 6.3. — The Vice President, Secretary and Individual Members Administrator

6.3.1 The offices of Vice President, Secretary and the Individual Members Administrator shall become vacant at odd numbered Annual General Meetings.

Division 6.4. — ANF Executive Members— Nominations and Responsibilities

6.4.1 All ANF Executive members and ANF Officers must disclose any potential conflict of interest and must not use their positions or information obtained for any dishonest purpose.

6.4.2 The members of the Executive shall be nominated from Members of Affiliated Organisations or be members of the ANF Individual Members group.

6.4.3 Nominations for Executive positions, including the endorsement by the respective Affiliated Organisations management, shall be in the hands of the Secretary of the ANF at least Eight (8) weeks before the Annual General Meeting.

6.4.4 In the event of positions still remaining vacant, any Delegate present may be nominated from the floor of the meeting and shall be eligible for election.

6.4.5 In the case of only one written nomination being available, the President may:

- a) Accept further nominations from the floor and a ballot shall be held; and
- b) If no further nominations are forthcoming, the sole nominee shall be declared duly elected without voting.

6.4.6 In the event of insufficient nominations being received, nominations for vacant positions will be accepted until prior to the opening of the Annual General Meeting, together with their Affiliated Organisations endorsement.

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6.4.7 No more than two (2) members of the executive committee (including the Assistant Secretary and Assistant Treasurer) shall come from one Affiliated Organisation.

- a) More than two members of the one Affiliated Organisation may nominate to stand for election to the Executive committee at an Annual General Meeting, but once two (2) members from that Affiliated Organisation are elected to the Executive Committee, any further nominations from that Affiliated Organisation will be rejected, and if necessary, rule 6.4.4 shall come into force.
- b) Members from that Affiliated Organisation will be unable to nominate for any future position on the Executive Committee until there is one (1) or no (0) members from that Affiliated Organisation on the Executive committee.

6.4.8 Should a member of the Executive Committee be a member of multiple Affiliated Organisations, then Rule 6.4.7 shall apply to all those groups.

6.4.9 Where several nominees contest for a position, the election shall be by Secret Ballot.

6.4.10 Upon ceasing office any ANF Executive member or ANF Officer must hand over any documents of the Federation within fourteen (14) days.

Division 6.5. — ANF Officers

6.5.1 ANF Officers shall be elected:

- a) Each year for the positions of: Public Relations Officer, Affiliated Organisations Liaison Officer, Webmaster, Newsletter Editor, and Youth Affairs Officer; and
- b) Every two years for the positions of Assistant Secretary and Public Officer with the position becoming vacant at every even numbered Annual General Meetings, and the Assistant Treasurer and State Representatives at every odd numbered Annual General Meetings.

6.5.2 An Assistant Officer or Officers may be appointed from time to time, if the Annual General Meeting decides this to be as serving the best interests of the Federation, for specific functions within the ANF or experts acting independently by Appointment from the ANF, such as an Auditor and/or Financial Advisor (refer Division 2.2.13).

6.5.3 The offices of the Appointment of Independent Auditor and Independent Investment Manager shall not be subject to periodic election, but will be held by the incumbent, until either:

- a) the incumbent resigns, becomes permanently incapable of carrying on or dies,
- b) the Federation decides to declare the position vacant and due notice is given by either party in either instance.

6.5.4 If a casual vacancy occurs in the offices of the Executive, new nominations must be called for by the Secretary of the ANF and a ballot shall be conducted.

6.5.5 If a casual vacancy occurs for any ANF Officer position, that vacancy may be filled on an interim basis by the Executive, but all Affiliated Organisations must be notified forthwith of vacancies and temporary appointments.

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6.5.6 The Annual General Meeting may, if and when required, appoint an ANF General Secretary and staff to perform such administrative tasks as may be determined from time to time with full or part-time remuneration.

6.5.7 Any member of the Executive or any Officer may be suspended from their position if it is considered by the Executive that such person is acting against the best interests of the ANF

- a) Such decision must be ratified by the next Annual General Meeting with a 75% majority (ref. The Act, Clause 39.1);
- b) the suspended Executive or ANF Officer shall have a Right of Appeal at that AGM.

DIVISION 7— GENERAL MATTERS

Division 7.1. — Registered Office

7.1.1 The address of the registered office of the Federation shall be the address of the Public Officer who must reside in New South Wales whilst the Federation is incorporated in New South Wales.

Division 7.2. — Indemnity

7.2.1 Each member of the Executive and each ANF Officer shall be indemnified and held harmless by the Federation out of its assets for any cost they may incur in consequence of the performance of their duties in accordance with this Constitution.

7.2.2 The liability of an Affiliated Organisation to contribute towards the payment of the debts and liabilities of the Federation or the costs, charges and expenses of the winding up of the Federation is limited to the amount, if any, unpaid by the Affiliated Organisation in respect of membership of the Federation, as required by Division 9.

Division 7.3. — Inspection of Books and Records

7.3.1 Members may on request inspect free of charge—

- a) the register of Affiliated Organisations;
- b) the minutes of Annual General Meetings;
- c) Subject to sub-rule (7.3.2), the financial records, books, securities and any other relevant document of the Federation including minutes of Executive Committee meetings.

7.3.2 The Executive Committee may refuse to permit a member to inspect records of the Federation that relate to confidential, personal, employment, commercial or legal matters or where to do so may be prejudicial to the interests of the Federation.

7.3.3 The current copy of the ANF Constitution and Bylaws shall remain available on the ANF website.

SECTION 8 — FINANCIAL MATTERS

Division 8.1. — Source of Funds

8.1.1 The income of the Federation shall be derived from subscriptions; fees and such other sources as the Annual General Meeting may from time to time determine and as further identified in the bylaws.

8.1.2 The application fee for affiliation shall be as determined by the Annual General Meeting from time to time and further determined in the bylaws.

8.1.3 The annual affiliation fee shall be as determined by the Annual General Meeting from time to time, and further determined in the bylaws.

8.1.4 The Federation may strike a levy in order to raise extraordinary funds. The striking of such a levy and its duration shall be determined at an Annual General Meeting or by a ballot.

Division 8.2. — Management of Funds

8.2.1 The funds of the Federation shall be deposited and/or invested in the name of the Federation at any bank or other financial institution as the Executive Committee may from time to time decide.

8.2.2 All amounts must be deposited in the financial institution account as soon as practicable after receipt.

8.2.3. Controls on Committee's dealings with the Federations money.

- a) All cheques and other negotiable instruments drawn on the Federations account must be signed by the Treasurer, or, in the Treasurer's absence, the Assistant Treasurer, acting with the concurrence of the President or Secretary and either of the following;
 - i. the President, or
 - ii. Vice President; or
 - iii. the Secretary.
- b) Electronic funds transfers from the Federations accounts may only be made by the Treasurer or, in the Treasurer's absence, the Assistant Treasurer, acting with the concurrence of the President or Secretary;
 - i. the President, or
 - ii. Vice President; or
 - iii. the Secretary.
- c) Unless the Assistant Treasurer is available to act as Treasurer, the Committee must appoint one of its members, other than the President or Secretary, as Acting Treasurer in the temporary absence of or vacancy in the office of the Treasurer.
- d) Approvals for Payments shall not be made by members of the same Affiliated Organisation.

8.2.4 Only one member of the same household shall be a signatory lodged with the bank or other financial institution.

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8.2.5 Cheques, other than cheques for wages, allowances or petty cash recoupment, must be crossed “not negotiable”.

8.2.6 All expenditure must be approved or ratified at a management committee meeting.

8.2.7 The income and property of the Federation, however, shall be applied solely towards the promotion of the objects and purposes of the Federation.

8.2.8 The Treasurer and other Officers may operate petty cash accounts for the disbursements of small amounts.

- a) The Executive committee shall determine the extent of such amounts.
- b) Petty cash accounts must be kept on the “imprest” system.

Division 8.3. — Financial Records

8.3.1 Records and accounts must be kept in the English Language showing full and accurate particulars of the financial affairs of the Federation.

8.3.2 The Executive and Officers may produce a forecast budget outlining their commitments/initiatives for the following year.

8.3.3 Such forecast budgets are to be presented to the Annual General Meeting for approval.

Division 8.4. — Financial Statements

8.4.1 The Treasurer must, as soon as practicable after the end of each financial year, ensure a statement containing the following particulars is prepared:

- a) the income and expenditure for the financial year just ended,
- b) the Federation’s assets and liabilities at the close of the year,
- c) The mortgages, charges and securities affecting the property of the Federation at the close of the year.

8.4.2 The Auditor must examine the statement prepared under subsection (8.4.1) and present a report about it to the Secretary before the next Annual General Meeting following the financial year for which the audit was made.

SECTION 9— WINDING UP AND CANCELLATION

9.1 The ANF shall terminate upon any one of the following events:

- a) The unanimous vote to that effect of all Affiliated Organisations
- b) If the number of Affiliated Organisations is less than three (3), or
- c) As provided in Clause 4.6.8.

9.2. In the event that the ANF is terminated, all assets remaining after the payment of all costs, debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Federation, but shall be given or transferred to some other institution having objects similar to the objects of the Federation and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the Federation.

9.3. Such institutions to be determined by the Affiliated Organisations and Individual Members of the Federation.

SECTION 10 — DEFINITIONS

In these Rules -

Note: The Legislation Act 2001 contains definitions and other provisions relevant to interpreting the ANF's Constitution.

Act, the means the Associations Incorporation Act 2009 and includes any regulations made under that Act.

Address includes a physical or electronic address including an e-mail or facsimile address.

Affiliated Organisations means Naturist Clubs, Resorts, Retreats, B & B's, Farm-stays, Home-stays, Beach and Social Groups etc, that have chosen to affiliate with the ANF. Such an organisation must pay the annual affiliation fee, and is encouraged to offer a discount to visitors who are part of the ANF Individual Members group or other Affiliated International Organisations.

ANF means the Australian Naturist Federation (Incorporated).

ANF Individual Members, means the body of ANF accredited persons who each hold a current ANF membership card.

ANF Officer means a member of an elected or appointed body of personnel assisting the Executive as defined in this Constitution and further as defined by the Bylaws.

Annual Convention means a gathering of ANF affiliated groups for a period of inter group competition, social activities and the Annual general Meeting.

Annual General Meeting means the body of Executive, ANF Officers and delegates of Affiliated Organisations and Individual Members meeting at such times and invested with such powers as defined in this Constitution and as further defined by its Bylaws.

Approved form means a form approved by the NSW Office of Fair Trading.

Alternative dispute resolution procedures (ADR) encompass procedures whose aim is to encourage parties in conflict to arrive at solutions acceptable to each party with the assistance of a neutral person. ADR includes processes such as assisted negotiation, mediation and conciliation. See Conflict Resolution Service, <http://www.crs.org.au>.

Australian Young Nudists hereinafter referred to as "AYN" means the formally organised youth branch of the ANF.

Ballot means a system of voting on a particular matter

By-law means a written instrument made by the Committee setting out requirements for acts and things done in the ANF so as to conform with the ANF's Objects and Rules.

Child includes any person under the age of 18 years.

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Club means a Member-owned and managed organisation, that comprise at least a President, a Secretary and a Treasurer and have a Constitution or Set of Rules showing basic policies whose objectives are similar to the ANF's objects.

Company Secretary of the Federation is the person (Public Officer) specified in the application for registration of the Federation as company secretary.

Constitution – see Division 1.

Date of resignation – see Legislation Act 2001, section 250 – in brief, a document such as a letter of resignation served by post is taken to be received on the date it would have been received in the ordinary course of post; whereas a document served by fax or e-mail is taken to be served when sent unless there is evidence raising a doubt, for example, evidence of equipment malfunction.

Delegate, a, is a financial and accredited representative of their Affiliated Organisation and representing their organisation at the Annual General Meeting in person or online.

Document includes a printout of information held on a computer database and includes a photograph, film, video or digital image or money transaction.

Disciplinary resolution – see Division 4.2.

Executive means the elected body of personnel with duties and powers of management as defined by this Constitution and further as defined by the Bylaws.

Free Beach, Venue or Area, a, is a legally designated area at which persons are free to remove all clothing if desired and not be subject to any action by Commonwealth, State or Local Government authorities.

Former constitution means the revised constitution lodged with the NSW Office of Fair Trading's office on 7 October 1992 and each alteration to that document lodged with that office prior to the lodgement of this Constitution.

Group means an association dedicated to Naturism, but does not meet the requirements of Club or Resort.

Guideline means a written instrument issued by the Committee giving guidance to good practice in doing specific acts and things so as to respect the ANF's Objects, Rules and by-laws and to further harmonious interaction between members.

Individual Members (Human Persons) who are members of the ANF Individual Members Group.

National Privacy Principles – see Privacy Act 1988 (Cth).

Natural justice has the following elements—

- the 'hearing rule', which requires a decision-maker to hear a person before making a decision adversely affecting the person's interests; and

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- the 'rule against bias' (whether actual or apprehended bias), which requires that a particular decision-maker not make a decision where the circumstances would lead to reasonable doubt about the decision-maker's impartiality; and
- a requirement to only take into account relevant information; and
- a requirement to not take into account irrelevant information; and
- a procedure for review of an adverse decision.

Naturism means a way of life in harmony with nature characterised by the practice of communal nudity, with the intention of encouraging self-respect, respect for others and for the environment.

Nomination – a nomination that complies with the requirements of Division 6.4.

NSW Office of Fair Trading – see NSW Office of Fair Trading Act 1993, sections 4 and 5.

Nudism - See Naturism

Nudist includes the term 'naturist' and 'nudism' has a corresponding meaning.

Personal information means information or an opinion (including information or an opinion forming part of a database), whether true or not, and whether recorded in a material form or not, about an individual whose identity is apparent, or can reasonably be ascertained, from the information or opinion – see Privacy Act 1988 (Cth), section 6 – and includes a photographic image of a person.

Personal records means records containing personal information, unless the information is information of a non-confidential nature about an individual published without objection in the ANF's newsletter or otherwise communicated to members without objection.

Postal Vote means a vote sent in by post, or via email or rather than cast in person.

Proxy Delegate, a, is an accredited member of their Affiliated Organisation, representing an absent Affiliated Organisation from within their respective spheres of membership at the Annual General Meeting.

Public Officer – see Division 5.8 and, generally, Parts 4 and 11 of the Act – briefly, an officer having primary or residual responsibility for the receipt and lodgement, for regulatory purposes, of documents concerning the ANF – the Public Officer must be a resident of New South Wales (NSW) and over 18 years of age and not otherwise disqualified from holding office – see section 63 of the Act.

Publish includes publication by electronic means including by e-mail and on the internet, including the ANF's website.

Records includes accounts, books and documents and includes records kept on a database or database media, whether or not the records, database or database media are kept on property or equipment belonging to the ANF – also see the definition of 'document' above.

Regulation, the, means the Associations Incorporation Regulation 1991.

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Resorts means a privately-owned organisation that generally don't have any members of their own, and are open to visitors for a fee

Returning Officer, the, means a member of the Executive and will be responsible for the collection of Ballot papers and for declaring Attendance numbers and Quorums. The Returning officer must not appear to have a conflict of interest in the matter being voted on.

Right means a benefit of membership that is guaranteed by law or by this Constitution, for example, the right of a financial member to vote at a meeting or to stand for a position on the Committee. A right may only be limited by law or as provided in this Constitution, including any relevant by-law made in accordance with the Constitution or an agreement for use of a site made in accordance with by-laws.

Secret ballot, is a voting method in which a voter's choices in an election are anonymous. If a secret ballot is to be held as per Divisions 4.7, 5.9.6, 5.10.5, 6.4.9, a returning officer will need to be appointed.

Show of Hands means any form of voting that is not secret. This includes asking delegates to hold their hands in the air when a vote is being taken to indicate a yes or no vote, to specifically going through the list of affiliates attending and asking how they vote.

Special Resolution – see sections 30, 33 and 70 of the Act, and Divisions 2.3, 4.2 and 4.7 of this Constitution – briefly, to pass a Special Resolution requires a minimum 21 days' notice of the resolution to members and a vote in favour of the resolution of $\frac{3}{4}$ of the votes of those members of the ANF who, being entitled to vote, vote in person or by proxy at the meeting.

Valid proxy – a proxy that complies with the requirements of Division 4.4 and has not expired pursuant to sub-section 4.4.8.

Writing, in, a message printed and written on paper or sent via email, all other message forms will not be accepted.

Youth means any person who is older than 13 years of age, but are under the age of 18 years.

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