



MUSIC ARRANGERS' GUILD OF AUSTRALIA INCORPORATED

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15. NATIONAL EXECUTIVE AND SUB-COMMITTEES

- (a)
 - (i) There shall be a National Executive of at least eight (8) members including a President, Vice-President, Secretary (Public Officer) and Treasurer.
 - (ii) The National Executive quorum shall consist of four (4) members with the power to co-opt if necessary.
 - (iii) The President, Vice-President, Secretary (Public Officer) and Treasurer, Trustees and other members of the National Executive shall be elected biennially by secret postal ballot of all financial members of the Guild.
- (b)
 - (i) In the event of the office of President falling vacant during the elected period of office, the National Executive shall be empowered to appoint an Acting President until such time as it shall be deemed necessary to conduct a further election to fill such office.
 - (ii) In the event of the office of Secretary (Public Officer) falling vacant during the elected period of office, the National Executive shall be empowered to appoint an Acting Secretary (Public Officer) until such time as it shall be deemed necessary to conduct a further election to fill such office.
 - (iii) In the event of the office of Treasurer falling vacant during the elected period of office, the National Executive shall be empowered to appoint an Acting Treasurer until such time as it shall be deemed necessary to conduct a further election to fill such office.
- (c)
 - (i) The National Executive shall have the power to administer the affairs of the Guild, other than those functions that are required by these rules to be exercised by a General Meeting of members. The National Executive shall be empowered to perform all such acts and do all such things as appear to the National Executive to be necessary or desirable for the proper management of the affairs of the Guild.
 - (ii) The National Executive shall have the power to ensure the observances of these rules.
- (d) The National Executive shall have the power to propose the making, alteration and rescission of rules and regulations relating to the conduct of the Guild. Such proposals shall be submitted to a General Meeting for approval and, when approval shall be deemed to be rules and regulations made pursuant to these rules.

- (e) The National Executive shall meet monthly, if deemed necessary, and shall do so by direction of the President and Secretary, or at the request of any financial member. Such meetings and their inherent quorum of at least four (4) members, shall consist of either physical, telephonic or digital (and/or visual) interface.
- (f) When an assignment does not fall into any of the categories set out in the Schedule of Recommended Fees, the matter shall be referred to a Sub-Committee consisting of not less than three (3) members of the National Executive.
- (g) The National Executive may delegate to one or more Sub-Committees (consisting of such member or members of the Guild as the National Executive thinks fit) the exercise of such of the functions as the National Executive determines. A National Executive member shall head such Sub-Committees. The National Executive may, at any stage, revoke wholly or in part, the term of office of the Sub-Committee.