CONSTITUTION OF DANDENONG EISTEDDFOD OF DANCE, INC.

1. Name

1.1 The name of the incorporated association is **Dandenong Eisteddfod of Dance, Inc.** (the *Association*).

2. Purpose and Objectives

2.1 The Association exists to promote excellence, participation, and education in dance through the staging of an annual eisteddfod (dance competition).

2.2 The objectives of the Association are to:

a. Organise and conduct an annual dance competition featuring Classical Ballet, Tap, Jazz, Song & Dance and Dance Troupe sections.

b. Provide opportunities for dancers to perform before qualified, independent adjudicators.

c. Encourage artistic development and community engagement with the performing arts.

d. Promote fairness, professionalism, and high standards in dance adjudication.

e. Support dancers, teachers, and studios by offering constructive feedback and performance experience.

f. Operate on a not-for-profit (NFP) basis, applying all income toward the Association's objectives.

3. Powers

3.1 The Association has all powers necessary to fulfil its objectives, including the power to:

a. Conduct competitions, performances, workshops, or related events.

b. Enter contracts, hire venues, engage qualified adjudicators, and employ staff or contractors.

c. Acquire and manage property and equipment.

d. Raise funds through entry fees, ticket sales, sponsorships, grants, and donations.

e. Undertake any lawful activity in furtherance of its purposes.

4. Membership

4.1 **Eligibility:** Membership is open to individuals who support the objectives of the Association.

4.2 **Admission:** An applicant becomes a member upon approval by the Committee and payment of any applicable membership fee (currently no fee).

4.3 **Membership Rights:**

a. Attend, speak, and vote at general meetings.

b. Nominate or be nominated for Committee positions.

c. Access annual reports and minutes of meetings.

4.4 **Termination of Membership:**

Membership may cease through:

a. Voluntary resignation;

b. Non-payment of membership fees (if applicable);

c. Conduct that is harmful to the Association or inconsistent with its objectives, following a fair and transparent disciplinary process.

5. Committee (Governing Body)

5.1 The Association is governed by a Committee comprising at least:

a. President

b. Vice President (optional)

c. Secretary (Assistant Secretary optional)

d. Treasurer (Assistant Treasurer optional)

e. The Committee will consist of as many members as needed to run the annual competition.

f. The Executive will consist of the President, Vice-President, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer.

5.2 **Roles and Responsibilities:**

- **President:** Provides leadership and oversees operations, especially the annual eisteddfod.
- **Secretary:** Maintains records, correspondence, and meeting documentation.
- **Treasurer:** Oversees financial management, budgets, and reporting.
- **Ordinary Members:** Support planning and running the competition.

5.3 **Term:** Committee members hold office for **1 year**, or until their successors are elected, and may seek re-election.

5.4 **Meetings:**

a. The Committee meets at least 3 times per year.
b. A quorum is at least 3 of the Committee members.
c. Decisions are made by simple majority.

5.5 **Vacancies and Removal:**

The Committee may fill casual vacancies. A Committee member may be removed by a vote of members at a general meeting.

6. General Meetings

6.1 **Annual General Meeting (AGM):**

The AGM must be held once per calendar year and must include:

a. Presentation of the President's and Treasurer's reports.
b. Presentation of the annual financial statements.
c. Election of Committee members.
d. Any special business notified to members.

6.2 **Special General Meetings:**

May be called by the Executive or by at least two (2) general Committee members to be facilitated at the earliest reasonable opportunity, taking into account the Incorporation's requirements for Notice of Meeting (6.3).

6.3 **Notice:**

Members must receive at least 14 days written notice.

6.4 **Quorum:**

A quorum consists of at least 3 of the Association's financial members.

6.5 **Voting:**

a. Each financial member has one vote.
b. Decisions are by simple majority unless stated otherwise.
c. The Chair has a casting vote in the event of a tie.

7. Finances

7.1 The Association must maintain accurate financial records in accordance with incorporation laws.

7.2 All income must be used solely for the Association's purposes, including the running of the annual dance eisteddfod.

7.3 Payments require authorisation by two Committee members, one of whom must be the Treasurer (or delegate). Two people from the same family or the same organisation/group are not permitted to be signatories to the accounts at the same time.

7.4 The Treasurer must present a full financial report at the AGM.

7.5 No income or property of the Association may be distributed to members, except as reimbursement for authorised expenses.

8. Adjudicators and Competition Integrity

8.1 The Association must engage qualified, independent adjudicators for all competition sections.

8.2 Committee members, volunteers, and participants must abide by conflict-of-interest rules to ensure fairness and integrity.

8.3 Adjudicators' decisions are final unless procedural errors have occurred.

9. Conflict of Interest

9.1 Committee members must declare any actual or potential conflicts of interest, e.g. a member associated with a dance school/organisation which may benefit from a schedule arrangement or allocation of a prize.

9.2 A conflicted member may participate in discussions on a matter, but may not participate in any vote or making decisions relating to the matter.

10. Amendments to the Constitution

10.1 This constitution may be amended only by special resolution at a general meeting.

10.2 A special resolution requires at least 75% of members present and voting in favour.

11. Dissolution

11.1 The Association may be dissolved by a special resolution of members.

11.2 Upon dissolution, any remaining assets must be transferred to a not-for-profit organisation with similar objectives, and may not be distributed to members.

12. Interpretation

12.1 Any question regarding interpretation of this constitution is determined by the Committee, subject to review by the membership at a General Meeting.