

Papua New Guinea Society of Writers, Editors and Publishers Limited

Company No 1-81259

INTERIM CONSTITUTION OF THE SOCIETY

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A Objectives of the Society

- (1) To promote a writing and reading culture in Papua New Guinea.
- (2) To develop the professional knowledge of members who are writers, editors and publishers of literary or dramatic material.
- (3) To create unity of action and professional and informal linkages between members and between members and relevant organisations and individuals within and outside Papua New Guinea.
- (4) To assist members in their professional dealings with individuals and organisations who purchase or otherwise use their material including their entitlements to royalties and public lending rights.
- (5) To keep members informed of professional developments of relevance to them.
- (6) To provide means for members to exchange information and develop and enhance their writing, editing and publishing skills.
- (7) To promote competitions and award prizes or make contributions to further these Objectives.
- (8) To enter into arrangement or agreement with governments or organisations to achieve the Society's objectives.
- (9) To function in a non-sectarian and non-party-political way.
- (10) To apply any income and property solely towards the promotion of these objectives.

B Membership

1 Individual Members

- (1) Membership of the Society shall be open to all people who are interested in the development of creative writing in Papua New Guinea.
- (2) There shall be two classes of individual membership:
 - (a) Member. A writer, editor or publisher who is a citizen of or who is resident in Papua New Guinea.
 - (b) Associate Member. A writer, editor or publisher or person interested in promoting literature in Papua New Guinea, whether a citizen or resident of Papua New Guinea or not.

(3) Membership shall be offered at no cost to Members, a determination which will be reviewed at the 2013 Annual General Meeting.

(4) Associate Membership shall be offered at a fee of K100 or \$A50 per annum.

(5) Members will have published at least one work of fiction or non-fiction in a public forum or be otherwise able to demonstrate a commitment to the development of creative writing in Papua New Guinea.

(6) The Management Committee (see C below) will determine whether a person qualifies for membership.

(7) Associate Members are not entitled to vote at general meetings of the Society or to stand for office as a member of the Management Committee.

2 Corporate Members

(8) The Management Committee may admit any incorporated or similar body as a Corporate Member.

(9) Corporate Membership shall be offered at a fee of K500 or \$A250 per annum.

(10) Corporate Members are not entitled to vote at general meetings of the society or to nominate for office as a member of the Management Committee.

3 Election of Members

(11) An applicant for Membership, Associate Membership or Corporate Membership shall apply in writing in a manner prescribed by the Management Committee.

(12) Every prospective Member, Associate Member or Corporate Member must be approved by the Management Committee which may give or withhold approval. The Committee shall be required to provide an explanation for the rejection of an applicant.

(13) New Members, Associate Members and Corporate Members shall be provided with a copy of this Constitution and other materials relating to the governance and functioning of the Society.

(14) A register of Members, Associate Members and Corporate Members shall be kept by the Executive Officer and names, postal addresses and email addresses shall be recorded.

(15) The membership of any person may be terminated by a resolution of the Society at a general meeting, or by the Management Committee subject to ratification at a general meeting, only on the grounds of gross professional misconduct detrimental to the Society.

C. Management

1 Management Committee

- (1) There shall be a Management Committee of seven members. The initial members of the Management Committee shall be appointed by the Steering Group. Thereafter the Committee shall be elected by a ballot of Members.
- (2) Members of the Management Committee shall hold office for a term of one year commencing immediately after the close of the Annual General Meeting and ending at the next Annual General Meeting.
- (3) At each Annual General Meeting all of the members of the Management Committee shall retire.
- (4) A retiring member of the Management Committee shall be eligible for re-election to the Committee.
- (5) The President, two Vice-Presidents and Treasurer of the Society shall be members of the Management Committee and shall be appointed annually by members of the Management Committee.

2 Election to the Management Committee

- (6) Nominations for election to the Management Committee can be made in writing to the Executive Officer prior to the Annual General Meeting or in person at the Annual General Meeting.
- (7) Only a Member may nominate a candidate for election to the Management Committee.
- (8) If the nominations of candidates are only as many as the number of positions on the Management Committee then those candidates shall be deemed elected.
- (9) If there are more nominations than places available on the Management Committee, a ballot shall be held with the Executive Officer appointed as Returning Officer.
- (10) The Returning Officer after counting the votes shall declare the result of the ballot and the President shall declare candidates duly elected.

3 Powers of the Management Committee

- (11) The Management Committee shall control the finances and affairs of the Society.

(12) The Management Committee shall have the power to make and alter rules for the proper conduct and management of the Society but this Constitution shall be amended only by a two-thirds vote of members present at a general meeting.

(13) All payments made by the Society shall be endorsed by any two of President, Treasurer, Executive Officer or another person appointed by the Management Committee.

4 Sub-Committees

(14) The Management Committee may delegate any of its powers to a sub-committee consisting of members of the Management Committee for a purpose deemed by the Committee within its powers.

(15) The chairman of a sub-committee shall be nominated by the Management Committee.

(16) A sub-committee may meet and adjourn as it thinks fit. Questions arising at meeting shall be determined by a majority of votes of the members present, and in the case of an equality of votes the chairman shall have a second or casting vote.

5 Executive

(17) The Executive of the Society shall consist of President, two Vice-Presidents and Treasurer.

D. General Meetings

(1) The Annual General Meeting of the Society shall be held not later than 30 September each year at such time and place as the President or the Management Committee direct.

(2) The Management Committee may convene an Extraordinary General Meeting of Members if desirable or if so directed by the Chairman or by a direction in writing signed by at least ten percent of Members entitled to vote at a General Meeting.

(3) Notice of a General Meeting shall be sent in writing or by email to every Member.

(4) The notice convening the meeting shall state the nature of any business to be discussed at the meeting.

(5) The Chairman at any meeting of the Society shall be the President or, if this person is not present within ten minutes of the time appointed, a Vice-President.

(6) At any General Meeting a resolution put to a vote shall be decided by a show of hands.

(7) Only financial members are entitled to vote at the meeting.

E. Executive Officer

(1) There shall be an Executive Officer who shall also act as Secretary of the Society and shall be appointed by the Management Committee.

(2) The Executive Officer shall desirably be a member of the Management Committee or can be otherwise appointed from within the Society membership.

(3) The Management Committee may revoke such an appointment if it sees fit.

(4) The Executive Officer shall perform such functions as may be directed by the Management Committee.

F. Patrons

(1) The Society may appoint Patrons.

(2) Patrons shall be prominent persons committed to the objectives of the Society.