

Music and Imagery Association of Australia Inc.

Constitution

1. Name:

The name of the organisation is the Music and Imagery Association of Australia. It is a non-profit organisation.

2. Definitions:

Throughout this document Music and Imagery will refer to the Bonny Method of Guided Imagery and Music (GIM), and related practices involving music and imagery.

3. Purposes:

- i) to foster the growth and development of the Bonny Method of Guided Imagery and Music (GIM) and related practices involving music and imagery.
- ii) to promote and organise training programmes in the Bonny Method of GIM.
- iii) to promote and organise continuing education in aspects related to Music and Imagery
- iv) to promote and maintain professional standards of practice, and a code of ethical conduct.
- v) to promote all aspects of research into music and imagery.
- vi) to promote exchange and communication with similar organisations in Australia and overseas.

4. Membership:

- i) Membership of the Association will be made by written application.
- ii) There will be an annual renewal of membership subscription and payment of fees.
- iii) Members will be bound by the rules of the Association.

- iv) Fees will be determined and reviewed by the Council on an annual basis.
- v) There will be **four** categories of membership:-
 - a) General membership, open to all interested persons.
 - b) Professional membership, open to those individuals who have completed an approved course of study in Guided Imagery and Music and meet the requirements of the Professional Practices Committee of the Association.
 - c) Student membership, open to persons under the age of 26 enrolled full time in a course of study at an approved tertiary education institution.
 - d) Honorary membership may be conferred by Council and is not subject to annual fees. There are **two** forms of Honorary Membership:-
 - i) Patron -
in recognition of substantial contribution to the development of the organisation.
 - ii) Honorary Life Member -
recognition of substantial service to the organisation.

5. Structure of Council:

- i) The Council will consist of a minimum of 6 people and a maximum of 10.
- ii) The office bearers of the Council will be President, Vice-President, Secretary, Treasurer, elected on an annual basis at the Annual General Meeting. Office bearers may be eligible for re-election, but the President and Vice-President may not serve in the same position for more than three consecutive years.
- iii) The President is responsible for
 - a) presiding at the Annual General Meeting of the Association and
 - b) acting on behalf of the Association on legal matters.
- iv) The Vice-President shall act for the president when necessary. The Vice-President will be President -Elect of the Association.
- v) The Secretary will be responsible for keeping all records of the Association, including the Seal, and taking minutes of the resolutions and proceedings of the Annual General Meeting. The Secretary may delegate another member of Council to take minutes at meetings of Council.

- vi) The Treasurer will collect and receive all monies due to the Association and make all payments authorised by the Association. The Treasurer shall keep correct accounts and books showing the financial affairs of the Association.
- vii) The positions of Secretary and Treasurer may be combined.
- viii) Other members of Council will be elected on an annual basis at the Annual General Meeting.
- ix) Council may establish sub-committees of the Association as required.

6. Responsibilities of Council:

- i) to register the Association under any appropriate law of Australia.
- ii) to establish the Constitution and By-Laws of the Association, and monitor changes to these documents.
- iii) to authorise an appointed person/s to sign and execute all official documents, including those relating to finance.
- iv) to employ support staff
- v) to purchase or hire equipment and/or property
- vi) to accept and raise money for the purpose of the Association
- vii) to use money to meet the purposes of the Association
- viii) to pay expenses as incurred by the Association
- ix) to borrow and invest money as the Association sees fit
- x) to appoint an auditor of the financial statement
- xi) to submit the annual financial report to the Attorney-General's department.

7. Election of Office Bearers.

- i) **Eligibility:** The positions of President and Vice-President will be held by people qualified in the Bonny Method of GIM. All other positions may be held by current financial members of the Association.

- ii) Nominations will be called for 6 weeks in advance of the Annual General Meeting. Nominations must be duly proposed and seconded with the written consent of the nominee. All parties must be financial members of MIAA. If the number of nominations exceed the number of positions vacant, an election will be held. The method of voting will be a simple majority.
- iii) Council has power to co-opt.
- iv) An office bearer of the Council may resign his/her position by written notification to the Secretary.
- v) Where a casual vacancy occurs on the Council, the position may be filled by consensus of the Council.

8. The Annual General Meeting

- i) The Association shall in each calendar year convene an Annual General Meeting of its members.
- ii) Notice of the Annual General Meeting, and agenda, including any motions to be put, will be circulated by post to members 6 weeks in advance.
- iii) The business of the Annual General Meeting will be:-
 - a) confirmation of the minutes of the previous Annual General Meeting,
 - b) reception, approval and adoption of the Annual Report for the year,
 - c) reception, approval and adoption of the Financial Report for the year,
 - d) election of office bearers
 - e) appointment of auditor
 - f) general business.
- iv) Special General Meetings.
A Special General Meeting may be called by the Council or on the written request of not less than five financially current members of the Association.
- v) Quorum
A quorum for the Annual General Meeting will be a minimum of 6 financial members.

- vi) Voting
 - a) Only current financial members of the Association are eligible to vote.
 - b) The method of voting will be by simple majority. In the case of a tied vote, the President has the second and casting vote.
 - c) Proxy votes: Each member is entitled to appoint another member as a proxy by notice given to the Secretary no later than 24 hours before the time of the meeting, in respect of which the proxy is appointed.
 - d) All votes shall be given personally or by proxy.

9. Meetings of the Council of the Association

- i) A quorum for a meeting of the Council of the Association shall be no less than four members.
- ii) Voting will be by simple majority vote. In the case of a tied vote the President will have the second and casting vote.
- iii) A resolution will be considered passed if it is made in writing and signed by all members of the Council. Any such resolution will be tabled at the next meeting of the Council and recorded in the minutes of that meeting.

10. Accreditation of Professional members.

There will be a Professional Practices Committee of the Association which will process applications for accreditation and make recommendations to the Council for ratification.

Applicants must have successfully completed a course of study at advanced level in the Bonny Method of Guided Imagery and Music which has been approved by the Professional Practices Committee. Applicants must also be current financial members of the Association.

Accredited Professional members will be called Registered Guided Imagery and Music Therapists (RGIMT).

The Professional Practices Committee shall comprise three members, who hold Accreditation as Professional members of the Association. The Committee will be appointed annually by the Council.

11. Finances.

- i) The Association will derive its funds from membership fees, registration fees for training programmes and other educational events. The Association may also derive funds from donations, bequests and other sources.

ii) The funds of the Association will be managed by the Treasurer, who will collect and receive all moneys due to the Association and make all payments authorised by the Association. The Treasurer will make quarterly reports to the Council on the financial status of the Association.

iii) Power to sign cheques and draw on the Association's accounts is given to the Secretary/Treasurer and President of the Association. The signatures of these two/three people will be on record, but only one signature will be required on cheques or withdrawal forms.

iv) The financial year for the Association will begin on 1st. March and end on the last day of February the following year.

12. Common Seal

The Association will hold a common seal on which the name of the Association will be written. The Common Seal will be held by the Secretary of the Association, and will be affixed to appropriate documents when required. The Secretary will keep a record of all documents to which the seal has been affixed. The Seal may only be used by authority of the Council.

13. Management of books, documents and securities of the Association.

- i) All books, documents and securities of the Association will be stored securely by the Secretary of the Association.
- ii) All books, documents and securities may be inspected by any member of the Association upon written request to the Secretary.

14. Professional Practice

The Professional Practices Committee will be responsible for monitoring standards of professional practice and ethical conduct, and will make recommendation to Council regarding the accreditation of qualified practitioners in the Bonny Method of GIM.

Members of the Committee will be appointed annually by Council and be responsible to it.

15. Amendments to the Constitution

Amendments to the Constitution, including changes to the Purposes, may be recommended by Council and must be confirmed by a three-quarter majority vote of financial members (including proxy votes), at an Annual General Meeting. Members must be notified of the proposed amendment/s six weeks in advance of the Annual General Meeting.

16. Indemnity

Members of the Association and the Council will be responsible only for the consequences of their own personal wilful default or neglect and not for the default or neglect of any other person; nor will they be responsible for financial losses incurred by MIAA unless it be through their own personal misconduct.

17. Disciplining of members.

All members of the Association are bound by the Code of Ethics and Standards of Practice of the Association. Any member found to be in breach of the Code of Ethics may be subject to disciplinary action as specified in the Code of Ethics.

18. Termination of membership

- i) Membership may be terminated at any time by written notification to the Secretary
- ii) Membership will lapse if fees are not received within a specified period of time.
- iii) Membership of any person found in breach of professional or ethical conduct may be terminated by a three-quarters majority vote by Council.

19. Date at which these rules come into effect

These rules come into effect on August 4th, 1995.

20. Dissolution of the Association.

- i) The Association will be dissolved if there is a three-quarter majority vote for such dissolution at an Annual General Meeting. Members should be notified of such a proposal six weeks in advance of the Annual General Meeting.

- ii) If, on the dissolution of the Association there remains after payment of debts and liabilities any assets, these shall be given to some other organisation having objects similar to the Association.