

THE PROGRESS PARTY

BYE LAWS

GENERAL MEETINGS OF THE PARTY

Annual general meetings

The annual general meeting of the Party shall be held on a date to be appointed by the Executive Committee and no more than 12 months may elapse.

At the annual general meeting, the Party must transact the following business –

- (a) the receipt and consideration of the annual report by the Party Chair;
- (b) the receipt and consideration of the Party accounts for the preceding year;
- (c) the election of the Party Chair and the other Executive Committee members;
and
- (d) the appointment of such Members as is necessary to fill any vacancies on the Disciplinary Standing Panel.

The Party may also transact any other business (except a proposal for the dissolution of the Party, amendments to the Constitution or removal of members of the Executive Committee which can only be transacted by way of an extraordinary general meeting) at an annual general meeting.

Other general meetings

The Leader or the Party Chair may at any time convene a general meeting that is not an annual general meeting.

The Executive Committee must convene a general meeting if it is required to do so by not fewer than 10 ordinary Members, by their delivering notice in writing of that requirement to the Secretary within 14 days of receipt of such notice.

At a general meeting that is convened specially for the purpose of:

- (a) the election of the Leader; or
 - (b) the election of the Party Chair (where he or she has stepped down mid-term); or
 - (c) considering introducing or amendments to the **bye-laws**;
- no other business may be transacted.

Notice of general meetings

The Secretary shall give not less than 14 clear days' notice of a general meeting to the Members of the Party.

The notice shall include the following information –

- (a) the date and time of the meeting;
- (b) the place at which it will be held;

- (c) the agenda for the meeting, which must describe the general nature of each item of business that it is proposed to transact; and
- (d) in the case of an annual general meeting, copies of the Annual Report and the annual accounts

An accidental omission to give notice to a Member does not invalidate anything done at the meeting.

The Executive Committee will have the power to decide the mechanism to notify Members of a general meeting which may include electronic transmission of correspondence.

Quorum at general meetings

At a general meeting –

- (a) the ordinary Members who are present personally are a quorum if they are not fewer in number than 10 per cent of the Members;
- (b) if the Party Chair is present, he or she shall preside; and
- (c) in the absence of the Party Chair, the ordinary Members who are present personally shall elect one of their number to preside.

If the quorum is not constituted within 30 minutes after the time appointed for the meeting, it shall stand adjourned to a date, time and place to be determined by the person presiding.

The person presiding shall appoint a date and time that is not more than 21 days after the adjournment, and shall inform the Secretary in sufficient time to enable the latter to comply with paragraph below.

The Secretary shall give not less than 7 clear days' notice to members of the date, time and place of the adjourned meeting.

If the quorum specified at (a) above is not present on the resumption of the adjourned meeting, 11 Members present personally are then a quorum.

Voting at general meetings

Each question is to be decided on a show of hands of the Members present

On a vote by a show of hands, a declaration by the person presiding –

- (a) that the result has been carried, or has been carried by a specified majority; or
- (b) that the result has not been carried, or has not been carried by a specified majority,

is conclusive evidence of that fact, and any entry to that effect by the Secretary in the minute book is also conclusive evidence of that fact.

At a general meeting a Youth Member may speak on any issue or motion, but he or she may not vote.

Casting vote at general meetings

In the event of an equality of votes on an issue or motion arising at a general meeting, the person presiding has a casting vote.

EXTRAORDINARY GENERAL MEETINGS

An extraordinary general meeting can only be convened for the purpose of:

- (a) the removal of the Leader; or
- (b) the removal of the Party Chair; or
- (c) the removal of an Executive Committee member; or
- (d) deciding if an audit is required; or
- (e) deciding if a review of the Contributions and or fundraising is required;
- (e) the dissolution of the Party; or
- (f) amending the Constitution.

Convening extraordinary general meetings

In relation to the removal of the Leader, Party Chair or Executive Committee member the Executive Committee must convene an extraordinary general meeting if it is required to do so by not fewer than half the Members of the Party, by delivering such notice in writing of that requirement to the Secretary.

In relation to a demand for an audit any member of the Executive Committee has the right to convene an extraordinary general meeting, by delivering such notice in writing of that requirement to the Secretary.

In relation to the amendment of the Constitution or dissolution of the Party only the Executive Committee has the right to convene an extraordinary general meeting for that purpose, by delivering such notice in writing of that requirement to the Secretary.

No other business may be transacted at an extraordinary general meeting.

Notice of an extraordinary general meeting

The Secretary upon receiving notice of convening an extraordinary meeting shall give not less than 14 clear days' notice of said extraordinary general meeting to the Members of the Party.

The notice shall include the following information –

- (a) the date and time of the meeting;
- (b) the place at which it will be held;
- (c) the agenda for the meeting, which must describe the nature of the item of business that it is proposed to transact.

An accidental omission to give notice to a Member unless that Member is the subject of the extraordinary meeting does not invalidate anything done at the meeting.

The Executive Committee will have the power to decide the mechanism to notify Members of an extraordinary general meeting which shall include electronic transmission of mail.

Quorum at extraordinary general meeting

At an extraordinary general meeting –

- (a) the Members who are present personally are a quorum if they are not fewer in number than 50 per cent of the Members;

- (b) in the absence of conflict if the Party Chair is present, he or she shall preside; and
- (c) in the absence of the Party Chair, the Members who are present personally shall elect one of their number to preside.

If the quorum is not constituted within 30 minutes after the time appointed for the meeting, it shall stand adjourned to a date, time and place to be determined by the person presiding.

The person presiding shall appoint a date and time that is not more than 21 days after the adjournment, and shall inform the Secretary in sufficient time to enable the latter to comply with paragraph (4) below.

The Secretary shall give not less than 7 clear days' notice to members of the date, time and place of the adjourned meeting.

A quorum in accord with (a) above is required.

Voting at extraordinary general meetings

At an extraordinary general meeting a Youth Member may speak on any issue or motion, but he or she may not vote.

Each question is to be decided on a show of hands of the Members present.

On a vote on a show of hands, a declaration by the person presiding –

- (a) that the result has been carried, or has been carried by a specified majority; or
- (b) that the result has not been carried, or has not been carried by a specified majority,

is conclusive evidence of that fact, and any entry to that effect by the Secretary in the minute book is also conclusive evidence of that fact.

Casting vote at extra ordinary general meetings

In the event of an equality of votes on an issue or motion arising at an extraordinary general meeting, the person presiding has a casting vote.

MISCELLANEOUS

Adjournments

With the consent of the majority of the ordinary Members present personally, the person presiding at a general meeting (or extraordinary general meeting) or an adjourned general meeting (or extraordinary general meeting) may adjourn it to any subsequent date, time or place.

ATTENDANCE AT MEETINGS

On the direction of the Executive Committee Members may be permitted to attend and vote at general and extraordinary meetings by way of video conferencing or such other visual means of communication and in such circumstances such members will be deemed as being present.

Bye-laws adopted at the inaugural AGM 1 December 2021