ISOLATED CHILDREN'S PARENTS' ASSOCIATION

QUEENSLAND INC

CONSTITUTION

June 2026

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CONSTITUTION

of the

ISOLATED CHILDREN'S PARENTS' ASSOCIATION – QUEENSLAND INC.

1. NAME

The name of the Association is the Isolated Children's Parents' Association - Queensland Inc (hereinafter referred to as '*the Association'*)

2. DEFINITIONS

(1) An *Isolated Child* is any child who for geographic reasons does not have reasonable daily access to an appropriate range of educational services. The term includes an *Isolated Student* who attends an *Isolated School.*

(2) The Membership of the Association consists of:
   a) *Ordinary Members* who either:
      i. join under rule 5(1); or
      ii. join under rule 5(2) through the Queensland Council in which case they are also described as *Lone Members*;

      and in both cases, they join either as an individual or as a 'family' which extends to parents and their dependent children.
   b) *Life Members* being Ordinary Members upon whom Life Membership is conferred under rule 5(7);
   c) *Associate Lone Members* admitted under rule 5(3).

(3) A *Branch* of the Association is:
   a) a body of at least 5 Ordinary Members and/or Life Members who join together to facilitate the administration of the Association and the attainment of its Objects;
   b) located in Queensland; and
   c) registered as a branch under rule 12(1)(c);

   and includes, only where the context requires, the '*Lone Members Branch'* which:
      i. is established separately under the By-Laws; and
      ii. has different administrative requirements to other Branches, as set out in rule 12(7).

(4) *The Queensland Council* is the management committee of the Association, and is a committee elected from at least 3 Branches within Queensland to:
   a) have general control and management of the administration, affairs, property and funds of the Association; and
   b) have general control of Branches within Queensland.

(5) The Federal Council is the body so named appointed to have general control and management of the administration, affairs, property and funds of The Isolated Children's Parents' Association of Australia (Inc) (*ICPA Australia).*

(6) *Act* means the *Associations Incorporation Act 1981* (Qld).

(7) The aims of the Association are the ultimate goals stated in the Constitution as Objects 3(1) to 3(10) which seek to achieve equity of educational opportunity and access between geographically isolated and non-isolated children.

(8) The Policy of the Association is a statement of guiding principles which determine the Association's course of action in achieving its aims and is developed and amended in accordance with rule 4 of this Constitution.

(9) The objectives of the Association are determined by the Queensland Council from time to time based on resolutions passed each year at the Annual Conference.

(10) *Majority* or *Majority Vote* means a simple majority unless stated otherwise.

3. OBJECTS

The Objects of the Association are:

(1) To promote awareness and understanding of the problems and needs of Isolated Students and Isolated Schools.

(2) To seek assistance for Isolated Students to gain access to appropriate schooling or specialist services so that the individual educational needs of students are met.

(3) To advance educational and associated services that are or should be provided for Isolated Students in and from isolated areas.

(4) To seek assistance for the continuance of recognised residential facilities that provide boarding places for Isolated Students.

(5) To seek living away from home allowances for those children who must live away from home in order to receive a continuing education.

(6) To lobby appropriate authorities to expand existing specialist services, or establish new ones that will improve the educational, social or cultural life of Isolated Students.

(7) To do all such things, as may in the opinion of the Association, promote cordial relations between the Association and kindred associations or persons interested in any aspect of education.

(8) To become a member of, support, co-operate or amalgamate with any kindred association whose objects are altogether or in part similar to those of the Association.

(9) To do all such lawful things as the Association may think incidental or conducive to the attainment of the objects of the Association in whole or in part.

(10) To solely apply the property and income of the Association towards the promotion of the objects of the Association, and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to members except in good faith in the promotion of these objects.

4. POLICY

(1) Policies adopted by the Association must be related to education and other issues that have an influence on educational opportunities for Isolated Children.

(2) The Association's Policy will be established by and at Annual General Meetings and Annual Conferences held in accordance with rule 15 of this Constitution;

a) all Members of the Association must abide by this Policy;

b) interim Policy decisions made by Queensland Council must be presented for ratification or rejection at the next Annual General Meeting or Annual Conference;

c) interim Policy decisions rejected at an Annual General Meeting or Annual Conference may only be re-introduced at a subsequent Annual General Meeting of Annual Conference.

(3) The Association's Policy may be amended at an Annual General Meeting or Annual Conference by a resolution which is carried by a three fourths (3/4) majority (*Special Majority or Special Resolution)*, of the votes cast by those members present and entitled to vote on the resolution, as per rule 13(9) of this Constitution.

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(4) 3 months' notice of any proposed amendment to the Association's Policy must be given to the Association's Secretary who must notify all Members of such proposed amendments at least 2 months prior to the Annual General Meeting or Annual Conference.

(5) The Association must abide by the current Policy of ICPA Australia in relation to federal issues.

5. MEMBERSHIP

(1) Persons or families wishing to become Members of the Association may apply to a Branch and upon acceptance they will become Ordinary Members.

(2) Persons or families for whom it is impractical to become a member of a Branch may apply to the Queensland Council in accordance with rule 5(5). Upon acceptance by the Queensland Council, they will become Lone Members.

(3) Individuals representing Organisations, Institutions and Associations wishing to become members of the Association may apply to Queensland Council in accordance with rule 5(4). Upon acceptance by Queensland Council the individual will become a Lone Member.

(4) Lone Members are entitled to the same application and appeal procedures as Ordinary Members, but the Queensland Council will take the place of the Branch in those procedures.

(5) Membership is not valid until the Branch Treasurer or Queensland Council Lone Member Officer has forwarded the appropriate membership fee to the Association's Treasurer or the membership fee has been distributed to Branch, State and Federal Treasurers by the authorised receiving officer.

(6) The Association may confer Life Membership upon any Ordinary Member who is not:
a) a sitting Member of Parliament;

b) a Public Servant;

c) a current member of the Queensland Council of the Association; or

d) a current member of the Federal Council of the ICPA Australia.

and who has made an outstanding effort in furthering the cause of the Association. Each nomination must be submitted to the Association Secretary and be voted on in accordance with the By-Laws laid down from time to time by the Queensland Council. The spouse and/or dependent children of a Life Member will be deemed to be financial Ordinary Members of the Association.

(7) There is no limit to the number of Ordinary Members, Lone Members or Life Members of the Association.

(8) Membership will be open to any person who wishes to further the interests of the Association, and members will have no restrictions placed on them by virtue of religious or political beliefs, sex, age or race.

(9) Members must abide by this Constitution, the Constitution of The ICPA Australia and the Policy and Objectives of this Association.

6. WHEN MEMBERSHIP ENDS

(1) A Member may resign from the Association at any time by giving notice in writing to their Branch Secretary, or in the case of a Lone Member, the Queensland Council Lone Member Officer. The resignation takes effect at the time when the notice is received by the Branch Secretary or, if a later time is specified in the notice, the later time.

(2) The Queensland Council may instruct a Member's Branch to consider terminating a person's membership if the Member:
a) does not comply with any of the provisions of this Constitution;

b) conducts himself/herself in a way considered to be injurious or prejudicial to the character or interests of the Association; or

c) is convicted of an indictable offence.

(3) Before a person's membership is terminated the Branch must give the Member a full and fair opportunity to show why the membership should not be terminated.

(4) If, after considering all representations made by the Member, the Branch decides to terminate the membership the Branch Secretary must give the Member written notice of the decision.

(5) Lone Members are subject to the same termination procedures as Ordinary Members, but the Queensland Council must take the place of the Branch in those termination procedures.

7. APPEAL AGAINST TERMINATION OF MEMBERSHIP

(1) A person whose Membership has been terminated may give the Branch Secretary written notice of the person's intention to appeal against the decision.

(2) The notice of intention to appeal must be given to the Branch Secretary within 1 month after the person receives written notice of the decision.

(3) If the Branch Secretary receives a notice of intention to appeal the Branch Secretary must, within 1 month after receiving the notice, call a General Meeting of the Members of the Branch to hear the appeal.

(4) The Branch General Meeting to hear the appeal must be held within 3 months after the Branch Secretary receives notice of intention to appeal.

(5) At the meeting the applicant must be given a full and fair opportunity to show why the membership should not be terminated.

(6) Branch Members must also be given a full and fair opportunity to show why the membership should be terminated.

(7) An appeal must be decided by a Majority Vote of the Branch Financial Members present at the meeting.

(8) Lone members are subject to the same appeal procedures as Ordinary Members, but the Queensland Council will take the place of the Branch in those appeal procedures.

8. REGISTER OF MEMBERS

(1) The Association must keep a register of Members (*Register*) including the following particulars:
a) the full name of the Member;

b) the postal or residential address of the Member;

c) email address if it exists;

d) the date of admission of the Member;

e) the date of death or time of resignation of the Member;

f) details about the termination or reinstatement of membership; and

g) any other particulars the Queensland Council or the Members decide at a General Meeting.

9. MANAGEMENT

(1) The general control and administration of the Association is vested in the Queensland Council. The Queensland Council consists of a President, two Vice-Presidents, Secretary, Treasurer and Immediate Past President who collectively constitute the Executive, plus a general committee of no fewer than 7 nor more than 10 members including the positions of Assistant Secretary and Publicity Officer. The Immediate Past President is an ex-officio member of the Executive for a period of not more than 2 years.

(2) At the Annual General Meeting of the Association, all members of the Queensland Council including retiring Immediate Past President, for the time being will retire from office, but will be eligible for re-election, subject to rule 9(3)

(3) A person is eligible for election to the Queensland Council if the person is:
a) an adult;

b) a Financial Member at the time, as defined in rule 13(5); and

c) not otherwise ineligible to be elected under section 61A of the Act.

(4) Members wishing to stand for election to the Queensland Council must be nominated by a Financial Member of the Association and that nomination must be seconded by another Financial Member. Nominations must be in writing prior to the Annual General Meeting.

(5) Election of Members, nominated in accordance with rule 9(4) to the Queensland Council must be by secret ballot, if need be, at the Annual General Meeting.

(6) The Queensland Council may appoint such sub-committees as may from time to time be deemed necessary.

(7) Subject to the eligibility requirements in rule 9(3), the Queensland Council may appoint a Member to fill any casual vacancy on the Queensland Council until the next Annual General Meeting. Every Member so appointed must retire at the next Annual General Meeting but will be eligible for election as a Member of the Queensland Council at such meeting.

10. RESIGNATION, REMOVAL OR VACATION OF OFFICE OF A QUEENSLAND COUNCIL MEMBER

(1) A Member of the Queensland Council may resign from the committee by giving written notice of resignation to the Secretary.

(2) The resignation takes effect at:
   a) the time the notice is received by the Secretary; or

   b) if a later time is stated in the notice, the later time.

(3) A member of the Queensland Council may be removed from office at a General Meeting of the Association if the Majority of the Members present and eligible to vote at the meeting vote in favour of removing them.

(4) Before a vote of Members is taken about removing a member of the Queensland Council from office, the person must be given a full and fair opportunity to show cause why he or she should not be removed from office. A person has no right of appeal against their removal from office under this rule.

(5) A member of the Queensland Council immediately vacates the office of Council member in the circumstances mentioned in section 64(2) of the Act.

11. FUNCTIONS OF THE QUEENSLAND COUNCIL

(1) Subject to this Constitution and resolutions carried at any Annual General or General Meeting or Annual Conference, the Queensland Council:
   a) has general control and management of the administration of the affairs, property and funds of the Association;

   b) is responsible for the implementation of any Policy established at any Annual General Meeting or Annual Conference of the Association; and

   c) has authority between Annual General Meetings, General Meetings and Annual Conferences to interpret the meaning of this Constitution and any other matter relating to the Association on which this Constitution is silent (provided that any interpretation has regard to the Act and any regulation made under the Act).

(2) The Association must take all reasonable endeavours to become and remain a State Council member body of The ICPA Australia.

(3) The Queensland Council must keep a register of the Branches of the Association including:
   a) the dates of formation of each and the name and residential address of each Chair and Secretary;

   b) details of closures and re-formations of Branches; and

   c) any further particulars required by a resolution of Members passed at an Annual General Meeting, General Meeting or Annual Conference.

12. BRANCHES OF THE ASSOCIATION

(1) Branches of the Association, with the exception of the Lone Members Branch, must:

a) have a minimum of 5 Members;

b) elect a President (the President will be Chair), Secretary and Treasurer (or a person to act as Secretary/Treasurer);

c) be registered as a Branch under the Constitution of The ICPA Australia.

(2) Branches of the Association must:

a) if a membership application is lodged at the Branch, act as the collection agency for membership fees of the Association and The ICPA Australia from members of that Branch, and promptly forward those membership fees directly to the Queensland Treasurer for distribution to Queensland Council and Federal Council membership administrator;

b) abide by this Constitution, the Constitution of The ICPA Australia and the Policy and objectives of this Association;

c) represent the views of the Branch concerning local educational influences direct to the person or body in their locality in accordance with rule 12 (2) b);

d) present the views of their Members to the Queensland Council of the Association when of State concern and to the Federal Council of The ICPA Australia when of Federal concern;

e) abide by the By-Laws that the Queensland Council may make from time to time in relation to the conduct of affairs within the Branches of the Association in Queensland;

f) keep proper books and records of the activities of the Branch, including proper minutes of meetings and full and accurate particulars of the financial affairs of the Branch; and

g) appoint Branch Life Members and present Certificates of Appreciation to Members of their Branch in accordance with the By-Laws compiled by the Queensland Council from time to time.

3. The number of Branches is unlimited and the administration and By-Laws relating to their conduct will be determined by the Queensland Council from time to time.

4. A Branch may close in accordance with the By-Laws of the Association, and the Constitution of The ICPA Australia.

5. Any financial Member from a Branch which closes may become a Lone Member or join another Branch.

6. If a Branch is in jeopardy of closing due to inability to meet the minimum number of Members, the Branch may merge with another Branch within a reasonable geographic proximity.

7. The Lone Members Branch of the Association must comply with the By-Laws current from time to time governing the Lone Members Branch, and general provisions applicable to Branches set out in rule 12(1) provided that:
    i. its Members need not appoint office bearers or keep proper books and records of the activities of the Lone Members Branch;

    ii. the Lone Members Officer appointed annually by the Queensland Council will manage the administrative business for the Lone Members Branch.

13. MEMBERSHIP FEE

(1) The membership fee for Members must be determined at the Annual General Meeting of the Association.

(2) Life Members of the Association, are exempt from paying a membership fee to the Association. The Federal Council affiliation for a Life Member will be paid in accordance with the Associations By-Laws.

(3) The membership fee may be paid:
a) to the appropriate Branch Treasurer who must forward that amount to the Association's Treasurer, except for a Lone Member, who must forward the annual subscription directly to the appropriate State Council Lone Member Officer; or

b) by electronic means through the Association's Website via the online gateway.

(4) The membership fee shall be paid in advance:
a) Membership fees paid online are due twelve (12) months from the previous payment date.

b) Membership fees paid manually are due on the first day of January.

(5) A *Financial Member* is a Member who is not then indebted to the Association in respect of any membership fee or levy or other payment whatsoever.

14. MEETINGS OF THE QUEENSLAND COUNCIL

(1) Subject to the following, the Queensland Council may meet and conduct its proceedings as it considers appropriate:
a) the Queensland Council must meet monthly either in person or via electronic means except for the month of January;

b) the Queensland Council must decide how a meeting is to be called;

c) the Queensland Council may hold meetings, or permit a committee member to take part in its meetings, by using any technology that reasonably allows the member to hear and take part in discussions as they happen. A Queensland Council member who participates in a meeting in this manner is taken to be present at the meeting;

d) 30 days' notice must be given for face-to-face meetings;

e) meetings held by alternative technological methods will require a minimum of 7 days' notice;

f) a meeting of the Queensland Council must be convened by the Association Secretary on the requisition request in writing of 3 or more members of the Council, such requisition to clearly state the reasons why a meeting is being convened and the nature of business to be transacted;

g) at all Queensland Council meetings, more than 50% of the currently serving Queensland Council members will constitute a quorum.

(2) Unless otherwise provided by this Constitution, at every meeting of the Queensland Council:

a) the President or any one of the Vice-Presidents must be the Chair, and in their absence a chair elected by resolution of a majority of the members of the Queensland Council at the meeting;

b) the Chair must maintain order and conduct the meeting in a proper and orderly manner;

c) the Secretary must ensure full and accurate minutes of all resolutions and other proceedings of the Queensland Council are kept;

d) the Chair must ensure the accuracy of the minutes, the minutes of every Queensland Council meeting and must be signed by the Chair of that meeting or the Chair of the next Queensland Council meeting, verifying their accuracy.

(3) Provided a quorum is present, resolutions before the Queensland Council are decided by a majority of votes of members of the Queensland Council present at the meeting. If the votes are equal the Chair has a casting vote as well as a primary vote.

(4) A written resolution signed by each member of the Queensland Council is as valid and effectual as if it had been passed at a Queensland Council meeting which was properly convened and held. Such a written resolution may consist of several documents in like form, each signed by 1 or more members of the Queensland Council.

(5) A member of the Queensland Council must not vote on a question about a contract or proposed contract with the Association if the member has a financial or beneficial interest in the contract or proposed contract. If the member does vote, the vote must not be counted.

15. ANNUAL GENERAL MEETINGS, GENERAL MEETINGS AND CONFERENCES OF THE ASSOCIATION

(1) Subject to this Constitution, the Annual General Meeting must be held in a month determined at the previous Annual General Meeting. However, the Annual General Meeting must be held within 6 months of the close of the Association's financial year.

(2) The business to be transacted at every Annual General Meeting will be:
   a) the receiving of the Association's financial report and the balance sheet and statement of accounts for the preceding financial year;

   b) the receiving of the Auditor's report upon the books and accounts for the preceding financial year;

   c) the determination of the membership fee;

   d) any proposed amendments to this Constitution, of which proper notice has been given;

   e) any proposed amendments to the Association's Policy Statements;

   f) the appointment of an Auditor; and

   g) the election, by secret ballot, if need be, of the Queensland Council.

(3) The business to be transacted at every Annual Conference will be:
   a) the receiving of reports;

   b) any proposed amendments to the Association's Policy Statements;

   c) the consideration and resolution of motions from Branches and Queensland Council, and such motions must be placed on the agenda, in accordance with any By-Laws implemented from time to time as follows:
      i. motions which are in the hands of the Association's Secretary 6 weeks prior to the date of the Annual Conference, or within an alternative timeframe decided by Queensland Council Executive;
      ii. any late motions from Branches or Queensland Council, presented on a supplementary agenda at the discretion of the Queensland Council Executive; and
      iii. motions from the floor, only with the consent of delegates after the motion has been read to the Conference by the Chair.

   d) the presentation of papers by guest speakers, if any; and

   e) such other matters as the Queensland Council, in its discretion, may from time to time decide.

(4) At all Annual General Meetings, General Meetings and Annual Conferences a quorum must consist of delegates from a minimum of 20 Branches or 50% of the total number of Queensland Branches (whichever is less). No business may be conducted at a General Meeting unless there is a quorum of delegates when the meeting proceeds to business.

(5) if there is no quorum within 30 minutes after the time fixed for a General Meeting called on the request of the Queensland Council or the Association, the meeting lapses;
   a) if there is no quorum within 30 minutes after the time fixed for a General Meeting called other than on the request of the Queensland Council or the Members of the Association:

i. the meeting is to be adjourned for at least 7 days; and
ii. the Queensland Council is to decide the day, time and place of the adjourned meeting.

b) the Chair may, with the consent of any meeting at which there is a quorum, and if directed by the meeting, adjourn the meeting from time to time and from place to place;

c) if a meeting is adjourned under rule 15(5)(a), only the business left unfinished at the meeting from which the adjournment took place may be conducted at the adjourned meeting;

d) the Association Secretary is not required to give the Members notice of an adjournment or of the business to be conducted at an adjourned meeting unless a meeting is adjourned for more than 30 days;

e) if a meeting is adjourned for more than 30 days, notice of the adjourned meeting must be given in the same way notice is given for an original meeting.

(6) The Association Secretary must convene all Annual General Meetings, General Meetings and Annual Conferences by giving not less than 60 days' notice of such meeting to each Branch and each Member, the manner of such notice to be determined by the Queensland Council. If the Association Secretary is unable or unwilling to call the meeting, the President must call the meeting.

(7) A notice of a General Meeting must state the business to be conducted at the meeting.

(8) Unless otherwise provided by this Constitution, at every Annual General Meeting, General Meeting and Annual Conference:
a) the President or any one of the Vice-Presidents must be the Chair, and in their absence a Chair elected by resolution of a majority of the delegates at the meeting;

b) the Chair must maintain order and conduct the meeting in a proper and orderly manner;

c) any financial Member, or any other person permitted by the Chair, is entitled to speak on any motion at any Annual General Meeting, General Meeting or Annual Conference of the Association;

d) every matter or resolution must be decided by a majority of the votes cast on the resolution by those Members present and entitled to vote on the resolution, with the exception of any matters pertaining to the alteration of this Constitution or the Association's Policy Statements, when a special majority of the votes cast by those Members present and entitled to vote on the resolution, is necessary; and

e) each Member present and registered as a delegate under rule 15(9) is entitled to 1 vote only, subject to rule 15(9)(a)(iv). If the votes are equal the Chair has a casting vote as well as a primary vote.

(9) At every Annual General Meeting, General Meeting and Annual Conference those entitled to vote are the registered delegates. The following Members are eligible to be registered as delegates, provided they are Financial Members:

a) two delegates from each Branch in Queensland duly nominated and registered, provided:
   i. the nominees are Members of that Branch;
   ii. a Branch may send as delegates 2 individual Ordinary Members or 2 Members of the same Ordinary Member family;
   iii. either delegate may be replaced by a duly nominated and registered delegate who is also an Ordinary or Life Member of the Branch;
   iv. if a Branch sends 1 delegate that delegate may exercise 2 votes for that Branch.

b) Life Members of the Association;

c) currently serving members of the Queensland Council;

d) any Member of a Branch in Queensland who is a Member of the Federal Council of The ICPA Australia; and

e) up to 2 Lone Members as set out in the Lone Members Branch By-Law.

(10) With the exception of a delegate exercising their voting privileges under rule 15(9)(a)(iv) no delegate registered to vote at Annual General Meetings, General Meetings or Annual Conferences is entitled to cast more than 1 vote, irrespective of how many categories of membership that delegate belongs to.

(11) The method of voting is to be decided by the Management Committee.

(12) Delegates at an Annual General Meeting, General Meeting and Annual Conference will have the authority to interpret the meaning of this Constitution and any matter relating to the Association on which this Constitution is silent, by a majority of votes that are cast on a resolution to do so.

(13) At every Annual General Meeting, General Meeting and Annual Conference:

a) the Association Secretary must ensure full and accurate minutes of all resolutions and other proceedings are kept;

b) to ensure the accuracy of the minutes:
   i. the minutes of each General Meeting and Annual Conference must be signed by the Chair of the meeting, or the Chair of the next General Meeting or Annual Conference, verifying their accuracy; and
   ii. the minutes of each Annual General Meeting must be signed by the Chair of the meeting, or the Chair of the next General Meeting or Annual General Meeting, verifying their accuracy.

c) if asked by a Member of the Association, the Association Secretary must, within 28 days after the request is made:
   i. make the minutes for a particular General Meeting or Annual Conference available for inspection by the Member at a mutually agreed time and place; and

ii. give the Member copies of the minutes of the meeting.

d) the Association may require the Member to pay the reasonable costs of providing copies of the minutes.

16. PATRON

A Patron may be appointed by Queensland Council subject to any By-Laws of the Association.

17. BY-LAWS

The Queensland Council may make, amend or repeal By-Laws consistent with this Constitution, for the internal management of the Association. Any By-Law may be set aside by members of the Queensland Council at a properly convened meeting.

18. ALTERATIONS TO THIS CONSTITUTION

(1) Subject to the Act this Constitution may be amended, repealed or added to by a Special Resolution carried at the Annual General Meeting of the Association.

(2) However, an amendment, repeal or addition is valid only if it is registered by the Chief Executive.

(3) 3 months' notice of any proposed alteration to this Constitution must be given to the Association Secretary who, upon receipt of such notice must notify all Branches of such proposed alterations at least 2 months prior to the Annual General Meeting.

19. ASSOCIATION FUNDS

(1) The income and property of the Association must be applied in promotion of its aims.

(2) The funds of the Association must be kept in an account in the name of the Association in such financial institutions as the Queensland Council may from time to time direct.

(3) Records and accounts must be kept in the English language showing full and accurate particulars of the Association.

(4) All monies must be deposited in the financial institution account as soon as practicable after receipt.

(5) All payments by the Association must be made by electronic funds transfer.

(6) All payments must be authorised by any 2 of the following:
a) the President;

b) the Secretary;

c) the Treasurer;

(7) Accounts for payments must be presented and passed at a meeting of the Queensland Council, and payments which have been made, presented for approval.

(8) No honorarium may be granted to any person from funds of the Association and no dividend may be paid to, and no income or property of the Association may be distributed amongst Members.

(9) The *Financial Year* of the Association will close on the thirty-first of March.

(10) As soon as practicable after the end of each financial year the Treasurer must prepare a statement of income and expenditure, and a balance sheet for the financial year just ended. All such statements must be examined by the Auditor who must present their report upon such audit to the Annual General Meeting next following the financial year in respect of which the audit was made.

(11) a) The State Conference Committee hosting State Conference on behalf of State Council must prepare financial statements for auditing no more than 6 months after the conference has been held.

b) Audited Conference financial statements will be presented by the State Treasurer to the Annual General Meeting following the financial year in respect of which the audit was made.

20. BRANCH FUNDS

(1) Branches of the Association may levy their Association Members a fee set by a majority decision at the Branch Annual General Meeting to cover operating expenses of the Branch.

(2) Branches of the Association may raise funds by other lawful means to assist the Association in the promotion of its aims.

(3) Branches of the Association may donate funds to the Association and to their Federal Council of The ICPA Australia

(4) Branches of the Association may apply their funds directly to the promotion of the Association's Policy and Objectives.

(5) Branches must keep proper books and records to accurately show the Branch's income and expenditure.

21. DISSOLUTION

(1) The Association must be dissolved:
a) if a membership is fewer than that required for 3 Branches; and

b) if a resolution to that effect is carried by a vote of a special majority of the delegates at a General Meeting convened to consider the question.

(2) If the Association is dissolved in accordance with the above, or otherwise under the Act, and has Surplus Assets, the Surplus Assets must not be distributed among the Members of the Association.

(3) The Surplus Assets with the exception of any gifts or donations made by way of the Association's Deductible Gift Recipient Status must be given to another entity:
a) having objects similar to the Association; and

b) the rules of which prohibit the distribution of the entity's income and assets among its members.

(4) If the Association is dissolved in accordance with the above or its endorsement as a deductible gift recipient is revoked (whichever occurs first), any surplus of the following assets shall be transferred to another organisation with similar objects, which is charitable at law, to which income tax deductible gifts can be made:
   a) Gifts of money or property for the principal purpose of the Association;

   b) Contributions made in relation to an eligible fundraising event held for the principal purpose of the Association;

   c) Money received by the Association because of such gifts and contributions.

(5) In this rule, Surplus Assets has the meaning set out in section 92(3) of the Act.

22. COMMON SEAL

(1) The Queensland Council must ensure the Association has a Common Seal.

(2) The Common Seal must be:
   a) kept securely; and

   b) only be used by the authority of the Queensland Council.

(3) Every instrument to which the seal is affixed must be signed by a member of the Queensland Council and countersigned by:
   a) the Secretary; or

   b) another member of the Queensland Council; or

   c) some other person authorised by the Queensland Council for the purpose.

23. DOCUMENTS

The Queensland Council must ensure the safe custody of books, documents, instruments of title and securities of the Association.

24. EXCLUSION OF MODEL RULES

The provision at Section 47 (1) of the Act does not apply to the rules of this Constitution.

25. CERTIFICATION

We certify that this is a true and correct copy of the Constitution of the Isolated Children's Parents' Association Queensland Inc.

PRESIDENT



SECRETARY



I hereby certify that this is a true copy of the Rules adopted by the Members on the 4th day of June 2026



SECRETARY

Date: 04/06/26