BEN HARDMAN

THE MOTORCYCLE RIDERS' ASSOCIATION
OF AUSTRALIA INCORPORATED (VICTORIA BRANCH)

THINK TANK

FEBRUARY 1986

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let those who ride decide

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ACKNOWLEDGEMENTS

The MRA Think Tank was attended by a total of thirty two people, representing outside interests as well as the Registers. I must, at this point, express my gratitude to several people for the assistance they gave me.

Charles Medwin, Art Veno, and Rudi Grassecker were tremendous in their support and advice. Karen Lindley gave freely of her time, and typed the (very) rough notes from the proceedings. Finally, for some weeks, the programme has had my total attention, to the detriment of my long-suffering wife, Karleen. Without the support given by Karleen, both as worker and adviser, the Think Tank would not have been the success it was.

There were some who initially doubted whether anything could be achieved. That said, I found to my relief that everyone took to the task with enthusiasm. At the conclusion, all of us were truly exhausted by the experience. There was a sense of achievement in what had been done.

SUMMARY

The Think Tank Conference was attended by more than thirty people, some of whom were drawn from outside the MRA for their expertise. All who took part did so with considerable enthusiasm.

The conference identified many areas of concern which are summarised as follows.

The image of the MRA in Victoria is a poor one. It is seen as less than competent, lacking in professionalism and divided from within itself. It is seen by some of its members as 'too political' and by others as 'too social'. Outside the organisation it lacks credibility, in the manner in which it fails to gain the support of the 'industry' and is not consulted at times by the 'bureaucracy'. It fails to meet its debts and is often indecisive or inconsistent in its dealings with other bodies.

There is no recognisable Corporate Plan upon which to act. Decisions were seen to be made on a postactive basis instead of reactive. There is no known policy or formalised platform upon which the Association functions. Too often decisions are made with little thought to future ramifications, either financially, politically or socially.

The management structure of the Association is seen to be inadequate. Those who should have known the manner in which the affairs of the Association ought to be conducted seemed at times to be the least informed. This situation led to the 'burning out' of people, with the subsequent loss of performance or expertise. The resolving of this problem was given a high priority at the conference. Better use of human resources, greater dispersion of tasks, the delegation of tasks to ease work loads were seen as management problems. A workable committee structure was developed with day to day functions being the responsibility of subgroups accountable to the committee.

The factional in-fighting which had been apparent and public for some time was seen to be destructive. Whilst many would relate to the obvious, it was the insidious behind the scene activities of some, eroding the support for certain people, which caused much of the harm.

There is little or no communication in either direction between the members, the Registers and the Executive. Instances were cited where information was passed down the line and 'lost', and where information was at best conveyed in a very ad-hoc basis. There will be a few noses out of joint when the report is read, especially in regard to the

the notes of the syndicate groups and plenary sessions. In fact those very feelings will be vindication of the conclusion that there is poor communication within the MRA.

Few are aware of the work/workload of the Executive Committee. This was apparent in many of the comments passed about the achievements or otherwise of the MRA at a political level. The Registers and the Executive have failed to keep the members informed.

The newsletter or more truthfully the lack of it, was a recurring theme. The newsletter was essential to keeping faith with the membership, making them informed of all that was happening. The irregular appearance, for whatever reason, was seen as a problem to be overcome with the highest priority.

Much attention was given to the aims of the Association. At one stage there were perhaps fifteen aims listed in the discussion. The Think Tank eventually reduced the list to five. However, there is good reason to amalgamate those five to three.

The Association originally had three aims. I do not know whether this was by design or by chance, and will briefly explain this comment. Extensive research into human behaviour and public speaking has shown that people respond to and absorb information presented in 'sets of threes'. It is a simple ploy often used by politicians. Typically, a politician will respond to a question with three good reasons why s/he is right. The first two may well be meaningless and the third would address itself to the issue. Although one reason may have sufficed, three reasons gave the response credibility.

This 'set of three' is the reason I have not complied with the wishes of the Think Tank, but rather, have combined the image, social and fellowship aims into one in the draft constitution.

Another area which was identified was that of accountability and responsibility. It was not clear who should say or act on behalf of whom. Many decisions were made outside committee without the knowledge of that committee, and which influenced the financial viability or the integrity of the Association. There is no record of the reasons for many of the decisions taken by members of the Executive, as they were taken outside the committee room and often without consultation with other executive members.

Working groups need to be established to develop a corporate plan, fine tune the draft constitution, develop the State Committee and sub-committee systems and survey the membership. This is not the final solution. It is the stepping off point for an entirely new and stronger MRA in Victoria. It is the basis upon which to build the future of motorcycling in this State.

HOW IT WAS DONE

The Think Tank was a Search Conference, using brainstorming techniques* to identify problems, list solutions, and come up with preferred options.

In order to do this, the participants needed to 'learn' how to do it. To this purpose, a training film was used in the introductory session. This helped people to work through problems separately from symptoms, and look at solutions.

The Think Tank operated on plenary sessions* and smaller syndicate groups. Main concepts were developed in the plenary sessions, then referred to the syndicate groups for solutions. The syndicate groups then reported back to the plenary session. The syndicate groups were changed on the second day. This was done to enable participants to keep the purpose of the Think Tank foremost, rather than the ideas of their 'own' group.

The notes of each syndicate in both session one and session two are supplied as appendix 1 and appendix 2 for the information of the reader. Most of the plenary sessions were recorded on the whiteboard and on large sheets. No attempt was made to tape record proceedings, as the style of a Search Conference does not lend itself to taping.

THE FIRST PLENARY SESSION

The first plenary session looked at problems and achievements within the stated aims of the Association. It soon became apparent that the aims of the Association needed to be extended. The three existing aims, Road Safety, Representation, and improved image, were retained. Fellowship and Services/Information were added.

First Plenary Session - Aims:

Discussion followed and ten aims were identified. From those it was further discussed, and these were reduced to five stated aims from which to work.

*See Page 11

They were:
- Road Safety
- Representation
- Image
- Fellowship
- Communications

Discussion then focused on these areas, again using brain-storming techniques. In each area, achievements were stated along with problems.

FIRST SYNDICATE GROUPS

The plenary session then split into syndicates and discussed the problems in each area, the many solutions, and the preferred options to solving the problems.

The prevalent issues were uncoordinated representation, lack of communication in all directions and the inability to retain members, lack of a corporate plan, poorly defined responsibilities of executive and representatives, too few doing too much, and none of it adequately. Each group then rejoined the plenary session, and reported on their discussions.

Road Safety:

A summary of the plenary session is as follows:

The problems in Road Safety were seen to be:

1. Poor advice
2. No representation at decision-making level
3. Insufficient human resources
4. No substantial influence
5. Poor attitude of members to Road Safety.

The options to the problem were:

1. To establish priorities
2. Participate in Road Safety Committees
3. Establish a research group

4. Educate members

5. Liaise with other Road Safety groups

Preferred options were:

1. Establish management group

2. Develop available human resources

3. Establish internal communication network

4. Integrate organisational aspects

Representing Motorcyclists:

Problems were:

1. Promoting MRA as representative of motorcyclists

2. Not knowing who we represent

3. Not an adequate political lobby group

4. Insufficient local government representation

5. Lack of political representation

Options:

1. To analyse politicians

2. To increase political lobbying at a local level

3. Get members into office

4. Create lobbying sub-committee

5. Find out who we represent, via membership survey

Preferred Options:

1. Increase lobbying through sub-committee structure

2. Better understanding of who we represent

Fellowship:

1. Lack of communication and unity

2. No evident forward planning

3. No follow-up on big events

4. Not enough Register commitment

5. Lack of public awareness

6. Information not distributed

Options:

1. Create a calendar

2. Create a standard minutes format

3. Increase communication from State

4. Attract suitable people

5. Appoint coordinator

6. Establish distribution network for minutes

Preferred options:

1. Register interaction

2. Better use of resources

3. Establish Register newsletter

4. Market services offered

5. Services and activities

6. Develop starter's kit for new members

Communication/Information Services:

Problems:

1. Low communication between Registers and State Committee

2. Motorcyclists needs not identified

3. Low participation in own/other Register's events

4. Information not getting to Registers

5. Do not know needs of membership

6. Lack of member knowledge of MRA services

7. No management plan

Options:

1. Develop a minute distribution system

2. Formalise communication, ie no hearsay from shop

3. Create liaison officer

4. Remove non-functioning office bearers/delegates

5. Make better use of human resources

6. Assess current needs and make forward projections

Preferred Options:

1. Registers meet at same time and week

2. Establish simple Register newsletter

3. Revise application form to include questionnaire of expectations/reasons for joining

4. Market services, ie include badge on joining

5. Produce information kit

Improving Image:

Problems:

1. Negative image

2. Representation too narrow

3. Seen to perpetuate 'Bikie' self-image

4. Lack of resources

5. MRA structure unprofessional

6. Future growth seen to be too political

7. Uncoordinated management structure

Options:

1. Need for Constitution review

2. Corporate plan

3. Expand MRA image

4. Promote diversity of membership

5. Update structure of organisation

6. Establish responsibilities

Preferred Options:

1. Promote responsible image

2. Increase contact/involvement with other community groups

3. Establish new organisational structure, with defined responsibilities

4. Be clearly non-politically aligned

5. Establish financial accountability

Problem: We don't pay our bills

THE SECOND PLENARY SESSION

The second day commenced with a video of past achievements of the association.

The plenary session identified specific areas that we need to address. These were considered key problem areas because they were recurring issues.

They were:
Human Resources
Communication
Organisation
Accountability
Management

Five areas for discussion were summarised from the previous day's discussion. The plenary session discussed these five issues in terms of the five aims previously identified. The groups then decided to tackle each aim separately under the five issue headings. Each syndicate group was assigned an issue. Road Safety was the first aim tackled. The syndicates then reported back.

It was realised by the group that this process was very time-consuming and that specific issues were relevant to all aims. It was decided to break back into syndicates

and for each of those syndicates to prepare a management structure. Syndicate groups then reported back to the plenary session with their all-embracing management structures.

Each syndicate group discussed their proposed structures. It was clearly identified that accountability and communication needed to flow in both directions. A pattern of hierarchy was common to all proposals. It was decided to form a working group to finalise a structure and re-draft the Constitution.

BRAINSTORMING TECHNIQUE

This is a system by which problems are identified, and solutions devised. In the plenary session, this is done by the group throwing in any and every idea that occurs to each individual. No problem is to be considered too weird, and no solution too odd. Nobody is allowed to be negative.

All the resulting ideas are then thrown in together, suggested problems analysed, and the true problems thereby identified. The syndicate groups look at these and come up with a number of possible solutions, then preferred options, and finally the one(s) that will most likely work.

RECOMMENDATIONS OF THE THINK TANK

The recommendations which follow are not in any order of priority and are to be viewed as a whole. They are not the means toward an end, but the first step in a new era. Some aspects are repeated under several relevant headings.

Adopt a new management structure

It was felt that the management structure of the MRA in Victoria had failed to keep pace with its growth. Appendix 3 is the proposed model for the future.

Directorships/Area Managers

It was felt that the Executive tended to 'mother' their particular areas of concern. This in turn stifled the involvement of others in that area. In other instances people drifted toward despotism, responding to any question of their judgement or integrity with indignant resignation. It is recommended that Directors or Managers be appointed to specific interest areas.

Those persons would be appointed by and accountable to the State Committee. They would advise the Committee on policy, initiatives and options for action. The Committee, acting on their advice, would set policy. They would in turn implement it. They would not be excluded from election to the State Committee, but may not vote on issues which they present to the Committee as part of their portfolio.

Adopt a new Constitution

It was identified that the constitution of the Association needed to be completely re-written to meet the needs and aspirations of the Association. A working group was formed and has subsequently produced a draft constitution, Appendix 4 as part of this report.

Memorandum of Articles

Although such a concept was not specifically identified in the process of the Think Tank, it was obvious that many members did not have an appreciation of the reasons behind the formation of the MRA, its philosophy or its history. It is recommended that a Memorandum of Articles, setting out the intent and purpose of the MRA, be written, adopted and incorporated as a preface to the Constitution.

Develop a Corporate Plan

It became very obvious that the Association operated on an ad-hoc basis for nearly all its activities. A working group needs to convene and establish a Corporate Plan for every area of involvement of the Association. The working group must draw on all the expertise available to it in its deliberations.

Information Base (Membership)

It was apparent that the MRA does not have an accurate profile of the make-up of its membership, or the expectations of its members. It is recommended that the MRA undertake an extensive survey of its membership, seeking to know what the members see as issues, what they expect of the Association, and what they know of its activities. Further, the Association should survey new members to find out what attracted them to the Association, and what they expect from or can give to the Association.

Information Base (Members)

The Association does not make use of its membership to the extent of the organisation's potential. The Association, in respect of the aforementioned survey, needs to establish a data base of members with expertise who are prepared to give of their services.

Office versus Shop

The potential for conflict and confusion was identified in the shop/office environment. The solution was seen to be obtaining separate premises for the MRA Office. These premises need only be a couple of adjoining offices capable of holding a committee meeting on odd occasions.

The MRA Shop

The MRA Shop was seen as the single most important interface with the public. It needs a totally professional approach and should operate as a business. It is proposed that the Association contract a Manager to operate the shop, and that the Manager be in total control of the activities of the shop. That person would be answerable to the Executive in Committee.

The Newsletter

The newsletter came in for a considerable amount of attention. There were those who felt that the magazine format, whilst nice, was not meeting the needs of the membership. It was evident that a newsletter of some form was needed on a monthly basis. After much discussion it was felt that the Quarterly Magazine should be retained, to inform members of the activities of the Association which did not have an immediacy. A monthly broadsheet should be produced, with a calendar of events and some news items, primarily to inform members of current issues and activities. To achieve this aim, an Editor and newsletter sub-committee should be appointed. The Editor would be accountable to an Executive Editor, who would be an officer or member of the State Committee.

Public Image

The MRA must undertake to establish its credibility with those organisations with which it deals. It must become more 'image' conscious in promoting itself to the industry, government bodies and the multitude of motorcyclists who are potential members. It must learn to market itself and foster an image of a representative and responsible body. It must identify why it fails to hold existing members and act to rectify this situation. It must learn to perform to the concept of what is acceptable to the group being dealt with at the time, in order to obtain the greatest advantage from that group.

Ownership of Names

It was noted that the MRA had in its past been subject to people poaching the various names it uses for its activities. This situation is untenable for the future. It is recommended that the Association formally establish legal ownership of all names, logos, slogans etc, and act to recover all those names which rightfully belong to the Association. Further, it is recommended that all future use of the titles of the Association, where in use by others for whatever reason, be by way of contract.

Road Safety

Management and Organisation:

1. Appoint Road Safety Director and sub-committee.

2. Road Safety Director at State level will be accountable to State Committee, and heading a sub-committee. At a local level there will be a Register appointed Safety Representative. (Refer Appendix 2, group 2A management.)

3. The Director of Road Safety will advise State Committee on matters pertaining to Road Safety. That person will have knowledge of State Road Safety systems and issues.

4. The Director will coordinate the activities of a team, and establish communication with relevant organisations. At a Register level, the Register Road Safety Representative will participate in a Road Safety sub-committee, and will be accountable to the Director. The Director will be accountable to State Committee.

5. The Director will be responsible for the dissemination of all Road Safety information.

6. Registers to have a commitment to, and a role in the aim of Road Safety.

7. A corporate plan of Road Safety to be developed.

Representation

1. That the MRA become reactive rather than post-active.

2. That the MRA appoint a lobbyist; that lobbyist will be accountable to the State Committee.

3. Representation be undertaken by a team/sub-committee under the direction of the lobbyist.

4. Registers will have representation at the State level. At the local level, the Register Committee of Management will be responsible.

5. That a corporate plan be developed.

6. The appointed lobbyist will be responsible for the dissemination of all the information dealt with.

7. That the Registers have a commitment to and a role in political representation.

Improving Image

1. A director of Public Relations will be appointed. Duties: that person will attend to media and industry liaison, and be responsible for press releases.

2. The Director of Public Relations will be accountable to the State Committee.

Fellowship

1. That a broad-sheet newsletter and a calendar of events be established, for circulation by Registers.

2. That it have a lead time sufficient to inform the membership of activities.

3. That a calendar of MRA events of State importance be established and prioritised, ie, Toy Run, Poker Run, Bill Stalker Run.

4. That Registers be required to maintain the accuracy of the broadsheet.

5. That an Editor be appointed.

6. That a newsletter sub-committee be formed, under the direction of the Editor.

7. That a quarterly journal be published, detailing the current activities of the Association on political and social matters.

8. That executive editorial control rests with the President or President's delegate, and that the Editor will be accountable to the President. The President and Editor may not be the same person.

Communication

1. That a viable system of minuting and/or reporting all meetings involving the MRA, as appropriate, be instituted.

2. That a system of distribution of the aforesaid be adopted and practised.

3. That a corporate plan for communicating information and decisions be developed.

APPENDIX 1

GROUP 1 'A'

PROBLEMS

Bad Leadership
Too many different aspects in system
No delegation
Not aware proper procedures
Time for communication not given
Previous supervisor was doing Manager's job

SOLUTION

General Manager to define responsibility to Office Manager or will be replaced.
Manager needs Secretary
Define responsibility and authority
All personnel attend meetings including Office Manager
Supervisor to do work allocated to that position
Priorities worked out - do not attempt to do all jobs at once
Give staff input to office running
No partition with Manager's office

PREFERRED OPTIONS

General Manager to define responsibility to Office Manager
Define responsibility and Authority
All personnel attend meetings including Office Manager
Priorities worked out - do not attempt to do all jobs at once.

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AFTERNOON SESSION DEALING WITH THE FOLLOWING AIMS

1. ROAD SAFETY
2. REPRESENTATION MOTORCYCLISTS
3. IMPROVE IMAGE
4. INCREASE SENSE OF FELLOWSHIP
5. INCREASE COMMUNICATIONS

GROUP 'A' felt that aims 1 and 2 were not a problem.

Improve Image - MRA more business like
Prepare budget and stick to it

Problem - too many cooks
not enough accountability
fraud is not accountable
credibility down the tube because always operating in debit

Options - Elect a State Committee
Pay those elected
Political activist to deal with Government
Require a good spokesperson

Increase sense of Fellowship - All bike riders to get together.

Increase communication - Register meetings concurrent.

Point to Bad Management - Elect new State Committee plus New Constitution.

GROUP 1 'B'

MORNING SESSION

PROBLEMS

Lack of communication
No defined duties
Passing the buck
Lack of co-operation
Lack of information
Change of environment without back up
No responsibility accepted by managerial staff
Unequal work loads
No training
Too many bosses

SOLUTIONS

Proper training
Full communication - memos etc
Group meetings of staff and managers
Define duties
Outline responsibilities and facts about position
Define authority - extent of
Balancing of work load
Advertise outside for vacancies
Correct planning

PREFERRED OPTIONS

Proper training
Advertise outside for vacancies
Communication at all levels

MRA

General lack of communication between registers and city, local politicians especially in country areas.

Bad management and organisation because State committee was too small to communicate with registers.

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AFTERNOON SESSION

AIMS

1. ROAD SAFETY
2. REPRESENTATION
3. IMPROVE IMAGE
4. FELLOWSHIP AND UNITY
5. INFORMATION/SERVICES

Group 'B' did not define into aims - problem and options that follow cover all aims 1-5.

PROBLEMS

Insufficient accountability
Lack of interest and support towards registers
No allocation of responsibility
Too many arbitrary decisions by officers of State committee
No formal communication network
Minutes from meetings inadequate and not received within a useful time span
No one in State you contact for information
Lack of forward planning
No written reports from officers at committee meetings (both State and registers)
No internal financial control
Lack of distrincation between MRA and a company MRA Promotions
Register conference decisions not being followed up by State
Running the shop is a full time job and is a drain
Inability to get away from shop talk

OPTIONS

Insufficient accountability - State to members ...
General meetings
Registers should receive statements and financial reports from State once a month
Larger committees

Preferred Option - Registers should receive financial statements once a month

Lack of interest towards registers - due to lack of manpower

- Register member to come to Melbourne and sit on their committees
- List of volunteers who would be willing to attend register meetings regularly
- Liaison officer to tour country registers
- Larger committee
- Pay expenses for Liaison Officer

No allocation of responsibility - define duties

Formal communication network - define duties
one person from each committee be responsible for incoming and outgoing mail

All minutes inadequate - remove delegate for non-performance of duties
set format for all registers eg apologies, attendance, times and dates

No written reports from State or registers - committee reports etc
- send out request for information 'please explain' letter if minutes from other registers are not received

Forward planning - budget allocation
define duties

Register conference - decisions must be binding and carried out

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GROUP 1'C'

MORNING SESSION

PROBLEMS

Top manager out of touch
Middle manager scared to question top manager
Sectional manager lack of direction
Untrained staff in responsible and decision making positions
Lack of communications
Duck shoving and resentment
Staff lack information and understanding
No clear lines of authority or job definitions
No clear understanding of new equipment
No co-operation of group goals

SOLUTIONS

Educate managerial staff
Remove or retrain incompetent staff
Definition of job, with clear guidelines
Staff meetings including managerial staff
Chain of command
Up-date staff
Re-employ Miss Blunt

PREFERRED OPTIONS

Give clear direction
Clear lines of authority
Regular staff meetings
More interaction between staff and management
Staff and managerial planning

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AFTERNOON SESSION DEALING WITH THE FOLLOWING AIMS

1. ROAD SAFETY
2. REPRESENTATION MOTORCYCLISTS
3. IMPROVE IMAGE
4. INCREASE SENSE OF FELLOWSHIP
5. INCREASE COMMUNICATIONS

ROAD SAFETY - No priorities regarding importance of Road Safety issues and co-ordination of these issues.

Options - Road Safety Liaison officer at State level and committee made up of a person from each register to identify issues and give priorities.
Representatives of MRA sitting in with RCA and RTA.
More exposure to media regarding motorcycle road safety issues.
Driver education.

REPRESENTATION MOTORCYCLISTS - Are we representing ALL motorcyclists? Are we representing them in the correct way?

Options - Find out interests of members.
Encourage women to join.

IMAGE - Represent all aspects of motorcyclist, eg Recreational rider. Lack infiltration into community groups and local parliament. Promote motorbike riders as normal everyday people who enjoy riding motorbikes.

INCREASE SENSE OF FELLOWSHIP - Social interaction between registers. Get togethers after main events eg Toy Run. Get register Liaison Officer.

GROUP 1 'D'

MORNING SESSION

FILM

Lack of recognition of existing problems
Lack of communication at all levels
Passing the buck
Lack of training and selection
Nobody knew their duties or the duties of others
No consultation, no feedback
Lack of ability and organization
No chain of command
Lack of staff responsibility
No apparent company policy
Inept management
Lack of skill

1. Qualifications and Capabilities - Education scheme
   Training scheme
   Selection scheme
   Constitutional policies

2. Communication - Information network
   Chain of command
   Consultation

3. Organisation - Rank structure
   Policies

MRA

IMPROVE IMAGE - Rider Awareness Run
Toy Run
Shop
Blood challenge
4B's
Rallies - good ones
Consulted by media
TV adverts
Exerted influence in hot rod shows
Trade awareness

WHERE ARE WE GOING?

AIMS -

Road Safety
Political representation
Fellowship
Information services
Public awareness - improve image
Future growth
Promote motorcycling
Unite motorcyclists
Rejuvenate past members
MRA more business-like (pro manager)
Promote better attitude from motorcyclists

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AFTERNOON SESSION

AIMS

1. ROAD SAFETY
2. REPRESENTATION
3. IMPROVE IMAGE
4. FELLOWSHIP AND UNITY
5. INFORMATION/SERVICES

ROAD SAFETY and REPRESENTATION	- Problem -	a. Government liaison b. Insufficient resources c. Insufficient Local Government lobbying
	Options -	Move register lobbying
IMPROVE IMAGE	Problem -	MRA structure incorrect Non business-like manner Renegade activities - media response General public attitude
	Options -	Corporate plan Constitution review
FELLOWSHIP AND UNITY	Problem -	Not enough social promotions Register newsletters
	Options -	Membership questionnaire re what people want State funded register newsletter

INFORMATION/ SERVICES

Problem - Not enough feedback

GROUP 1'E'

TWO DAY MRA BRAINSTORM EXERCISE

INTRODUCTION

All those present were allocated a number. Each member then matched up with another member of the same number eg No 7 matched up with another No 7.

Each member then found out about all the other members through the process of introduction, covering areas such as:-

name, background, likes/dislikes and expectations from the two days.

The most important items of information were peoples' expectations from the two days. Essentially these were:-

* Possible new directions for MRA
* Cohesion - team effort approach is required
* Common aims being established
* Better management systems being established
* Clear objectives being formulated for the future survival of the MRA
* Greater co-operation between registers - the means to achieve it
* More education and less legislation
* Better liaison between the MRA and the general public
* To sort out some of the MRA problems
* To improve the communication network within the MRA
* The formation of a motorcycle union with a purpose

A SHORT PAUSE WAS TAKEN WHEN A FILM ENTITLED 'Do You Think You Can Manage' WAS SHOWN.

THIS SERVED TWO PURPOSES:

1. To orientate peoples' thinking towards mismanagement of functions.

2. To serve as a medium for the technique of brainstorming.

As a result of showing the film many issues were raised relating to the problems of mismanagement and poor communication between the 'players' acting out the problems within this organisation.

We were split into groups and were asked to brainstorm the problems and pose possible solutions. The final portion of the film was then played for us and the results compared.

Essentially the issues came down to:

* COMMUNICATION PROBLEMS
* PEOPLE MANAGEMENT/TASK MANAGEMENT PROBLEMS
* NO RECOGNISABLE CORPORATE PLAN
* PEOPLE WERE NOT INVOLVED IN THE DECISION MAKING PROCESS

AT THIS POINT A SHEET WAS HANDED OUT WITH A FEW PROBLEM SOLVING EXERCISES TO WORK ON.

The point of these exercises was:

- At times people need to stand outside of the problem and look in, in order to reach a solution. People tend to become so involved in minor issues they tend to not see the forest for the trees ie the problem, the REAL problem becomes lost amongst a great many other minor problems.

- The second point, related to the first ... people find it hard to see what it is they are looking at even though it is there right in front of their noses. What you may first see as the issues need not be necessarily so ... look beyond what you immediately see.

LUNCH - 25 minutes

The aims of the MRA, paraphrased, were then displayed. The aims were:

- MRA's role in road safety

- MRA's role in representing motorcyclists

- MRA's role with respect to the improvement of the motorcyclists' image

THE GROUP DECIDED TO THROW THESE OUT AND START AGAIN. THE GROUP DECIDED TO IDENTIFY WHAT WE (as a group on the day) WANT TO ACHIEVE.

THE RESULTS FROM THIS EXERCISE WERE:

. MRA TO PROVIDE INFORMATION AND SERVICE TO ITS MEMBERS
. MRA TO PROVIDE FELLOWSHIP FOR ITS MEMBERS
. MRA TO BE CONCERNED WITH THE SAFETY OF ITS MEMBERS ON THE ROADS
. MRA TO PROVIDE PUBLIC AWARENESS OF ITS ACTIVITIES
. MRA TO EXAMINE THE POTENTIAL FOR FUTURE GROWTH - A SERIOUS ASPECT IF IT IS TO SURVIVE
. MRA TO HAVE POLITICAL CLOUT AND EFFECTIVE REPRESENTATION

- MRA TO PROMOTE MOTORCYCLING AS AN ACTIVITY
- MRA TO BE CONCERNED WITH THE UNIFICATION OF ALL MOTORCYCLISTS
- MRA TO BE MORE BUSINESS-LIKE IN ITS OPERATIONS - BE PROFESSIONAL IN ITS MANAGEMENT AND ITS OPERATIONS
- MRA TO WORK ON PROMOTING A BETTER ATTITUDE FROM ITS MEMBERS AND FUTURE MOTORCYCLE MEMBERSHIP.

These aims were then paraphrased and put back to the groups to brainstorm.

The groups were then asked to highlight problems with respect to the MRA achieving these aims and suggest solutions.

OUR GROUP (E) CAME UP WITH SIX PROBLEM ISSUES AND MADE SUGGESTIONS AS TO SOLUTIONS FOR SOLVING THEM:

PROBLEM: 'Lack of education of MRA members'

SOLUTIONS: Educate members in the process of how to stay alive, (safe riding habits). Encourage an improved attitude amongst MRA members.

PROBLEM: 'Lack of proper representation'

SOLUTIONS: A uniform approach to lobbying, the establishment of a lobby committee whose sole purpose is to lobby on behalf of all MRA members and motorcyclists in general.

PROBLEM: 'Lack of communication between registers'

SOLUTIONS: Establish an effective communication network ... people responsible for this task - frequent newsletters and meeting minutes distributed. More interaction needs to occur between registers. The establishment of an information research group.

PROBLEM: 'The lack in growth of the MRA ie attracting new members and keeping them'

SOLUTIONS: Giving something in return for membership. MRA providing services and information to the INDIVIDUAL - tangible things and not just lip-service to point out what the MRA is doing for motorcyclists in general, (eg an RACV approach) The MRA needs to market its operations, advantages in joining and create an atmosphere of activity to appeal to a RANGE OF PEOPLE WHO RIDE MOTORCYCLES. MRA needs to examine its own membership make-up - are they doing things that appeal to its members??
More advertising and publications to make the public aware of its activities.

PROBLEM: 'People fear that the MRA may "cramp their style", is "too political" '

SOLUTIONS: The MRA should be apolitical but be POLITICAL in its activities. Any club or organisation needs guidelines and codes of behaviour if it is to be successful in its operations. The MRA has a place for all kinds of people - the 'bikie' to the worker/commuter/family person. The MRA needs to be structured as such to meet the needs of all people - just as society should be structured.

PROBLEM: The MRA is presently uncoordinated and there is a lack of proper management structure.

SOLUTIONS: Establish a working financial policy to distribute funds properly and be accountable for financial projections. Formulate a proper corporate structure that is accountable to its members for its operations. ASSESS OUR CURRENT STATUS BOTH FINANCIAL AND MANAGERIAL - THIS NEEDS TO BE DONE NOW - THEN OUT OF THIS SELF EXAMINATION MAKE FORWARD PROJECTIONS ABOUT OUR OPERATIONS AND FUTURE OBJECTIVES.

Possible ultimate aim: 'TO BE AN INDEPENDENT FINANCIALLY SELF SUPPORTING BODY - PROFESSIONAL IN APPROACH AND STRUCTURE - WORKING ON BEHALF OF ITS MEMBERS'

(Compiled on behalf of Group E by Paul Hanrahan)

Date: 15.2.86

Venue: Frankston Library Community Room

MANAGEMENT

* - NON EXISTENT AT PRESENT

O - ROAD SAFETY DIRECTOR - SUB COMMITTEE

PART OF BOARD OF DIRECTORS

O - ABLE TO COMMUNICATE WITH GOVERNMENT

LOCAL LEVEL - SAFETY REP - APPOINTED POSITION
- ASSESS HAZARD
- COMPILE REPORTS AND COPIES

.....

ROAD SAFETY

MANAGEMENT

PROBLEM - No management

SOLUTION - Director Road Safety on committee or State Committee
Director should have knowledge of State roads safety system and issues

Member from each register with responsibility for road safety and interested members
Knowledge of local road safety systems and issues

Road safety delegate selected by Register committee
Delegate should be advised on local issues by the relevant committee

Director to prepare all work himself/herself or to correctly delegate duties

Re-active to information received on VI committees

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COMMITTEES

NEED JOB DESIGNS FOR EACH PERSON
DAY TO DAY DECISIONS
WHO CONTROLS WORKING GROUPS?
WHO ARE WORKING GROUPS ACCOUNTABLE TO?
TRAVELLING TO COMMITTEES
REGULAR MEETING TIMES - MONTHLY, TWO MONTHLY, QUARTERLY

APPENDIX 2

GROUP 2'A'

AIMS

1. ROAD SAFETY

2. REPRESENTATION

Government Liaison - Problem - Insufficient resources
Committees - good or bad?

Problem - Insufficient local government lobbying

Option - More register lobbying

3. IMPROVE IMAGE

Problem - MRA structure incorrect
Non business-like manner
Renegade activities - media response
General public attitude

Option - Corporate planning
Constitution reviewed
Co-ordinate problems
Large committees not necessarily delegating to other people

4. FELLOWSHIP AND UNITY

Problem - Not enough social promotion
Register newsletter

Option - State funded register newsletters
More participation in social promotions
Application form with questions re what do people want?

5. INFORMATION/SERVICES

Problem - Not enough feedback

Option - Register newsletters and questionnaire

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DIRECTORS ------------- STATE ----------- ELECTED AT STATE
REPORT TO               EXECUTIVE          CONFERENCE FROM
                            |              MEMBERS
                            |
                            |
                            |
                            |
                        STATE ---------- 2 FROM EACH REGISTER
                        CONFERENCE       + EXECUTIVE
                            |            + DIRECTORS
                            |
                            |
                            |
                            |
                        REGISTER ------- SELECT MEMBERS TO
                        COMMITTEES       ATTEND CONFERENCES
                            |
                            |
                            |
                            |
                            |
                        ELECTED BY
                        MEMBERS
```

ROAD SAFETY

JOBS	STATE MANAGEMENT	RESPONSIBLE TO

Accountable ↕ Info ↕

Needs
Knowledge of State road, safety bodies & contacts within such

Role
Co-ordination of info and problems from below and co-ord of action

DIRECTOR ROAD SAFETY — Member of Mgt Committee

Selected by elec Mgt committee

Accountable ↕ Info ↕

DECIDING FACTOR Reports

Consists of
*15 Road safety delegates from each register.
*Makes road safety policy and organises road safety action

ROAD SAFETY COMMITTEE

Accountable ↕ Info ↕

Need
Knowledge of local road safety bodies and contacts

Role
Co-ord road safety in legislative and local points for info which is forwarded to Director

ROAD SAFETY DELEGATES FROM REGISTERS

Accountable ↕ Info ↕

REGISTER NEWSLETTERS

Role
*Provide road safety info to delegates.
*Involvement in local road safety issues co-ord by delegates

LOCAL MEMBERS &/OR SAFETY COMMITTEES

GROUP 2'B'

ORGANISATION

Poor Advice

Options : Use other groups eg RAVC, 4B's, Ambulance and other emergency services, RTA
Check different agency reports
Set up information or research groups
Delegate road safety officer on State Committee

Need for improved communications

Options : Set up road safety officer with power to select a small number of people to set up a sub committee.
Road safety officer to liaise with local councils and registers.
Also to set up central information file.
Register also to appoint an officer responsible for road safety in their local area.

No representative at decision making level

Identify priorities re government committee dealing with road safety issues.
Blythe Osborne - you're it.
Check membership for people already having access to 'inside info'.
Appeal through newsletter to people involved in road safety.

Not enough resources

Use 'Deciding Factor' for people interested in being involved in road safety.
Utilise other avenues of information.
Someone who's won Tattslotto and doesn't want to work for tax reasons.
Government grants to employ full time safety officer.
4B's volunteer co-ordinator funded by Work Care.

Poor attitude towards this issue

Education
Road safety officer
Educate members to have a responsible attitude to their riding (ride safely)

REPRESENTATION

Represent all motorcycles
Circulation of advantages
Not all riders represented eg commuters, trail bikes, women, gays etc
Road capts
Point out we fight for all bikers' rights
Feature articles in DF
Individual members' word of mouth
Each registers' time-table - run posters in local shops
Approach minority groups with run calendars etc that incorporate all motorcyclists
Posters to be distributed with blank area to be filled in by registers
Various size in posters
Public relations or liaison officers to address other club meetings eg tent institutions, other motorcycling clubs, dirt bike clubs

IMAGE, FELLOWSHIP, REPRESENTATION MOTORCYCLISTS

ALL INTER RELATED - POSSIBLE COMBINATION OF JOBS

POLITICIAN REPRESENTATIVE - CAN BE LOBBYIST, ANALYST, WATCHDOG
WOULD HAVE TO LIAISE WITH ROAD SAFETY OFFICER AND EXECUTIVE COMMITTEE

LOCAL LEVEL COMBINED WITH ROAD SAFETY REPRESENTATIVE

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GROUP 2'C'

SESSION TWO

1. COMMUNICATION - ROAD SAFETY

PROBLEMS - Communication must be between MRA/Members
MRA/Government
MRA/Media

We must air our views via media
We must pick up points from media
We must monitor media in terms of how they report us
Road safety in general - especially what other road safety groups are saying
Propose government action through the media before they become law

- Communication between Registers/State
State Branches/State HO

Feedback from members - directive and authorisation from members

SOLUTIONS - MRA/MEMBERS

A. General meetings at all levels.
B. Regular, up-to-date newsletters
- doesn't matter what it looks like
- we must know and receive real info on time
- be prepared to reduce quality of newsletter
- increase frequency of newsletters
- be prepared to increase expenditure of newsletters

Problem:
1. How should we present the information?
2. What resources should we utilise?

Option
1. Regular monthly ½ page photocopied sheets
2. Utilise AMCN/TWO WHEELS/BIKE AUSTRALIA

- MRA/GOVT

1. Registers approach local Member of Parliament to have them inform us if anything comes up in parliament. Have this agreement in writing.

2. Participation in advisory process as we are now.

3. People who attend must report their findings to MRA in writing.

4. Management - we must maintain a workable filing system to allow retrieval information for research etc. Application for computer.

- MRA/Media

  Monitoring groups need to be set up
  One person per Newspaper to be a contact
  This person reports - if anything has come up or if there is nothing to report (negative info)
  Everything sent to the media must be authorised at a committee meeting or by more than one authorised officer.

FEEDBACK FROM MEMBERS

- Must set up a Formal Structure
- Guidelines for Register Minutes
- Set a standard and maintain it

2. <u>IMPROVE IMAGE - STRUCTURE</u>

a. Co-ordinate Rallies/Social Events
   Allocate calendar representative between registers

b. Change MRA colours - are they important?
   Logo is more important

c. Public Representation
   Consider ways of ensuring that public accepts our visual image of persons representing the MRA
   People are judged by their appearance

d. Make public understand why we wear leather

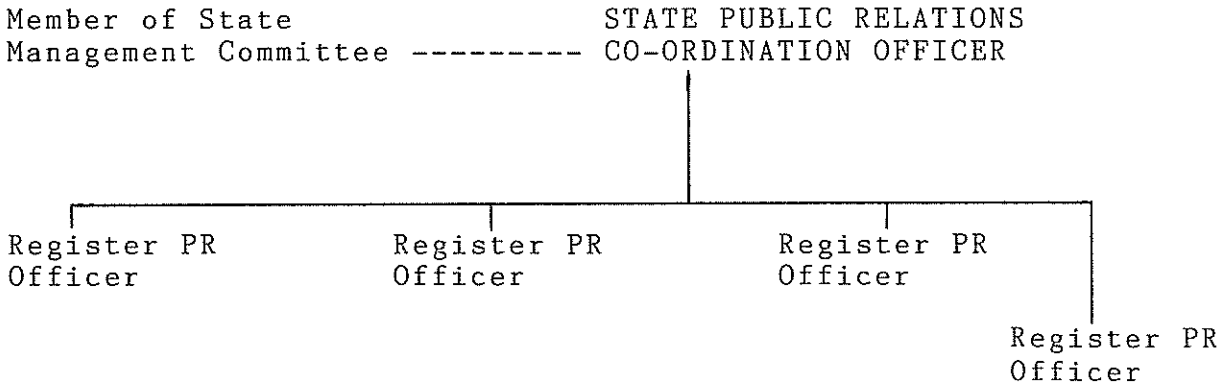
e. Our image reflects our behaviour
   Educate

f. Media relations

g. Public relations representatives State/Register level
   State Public Relations Co-ordinator

h. We are going in right direction - little need to change the system

State Image Committee



RULES FOR OPERATION OF STATE IMAGE COMMITTEE

1. State Public Relations co-ordinator officer must have his actions authorised and approved by State Management Committee.

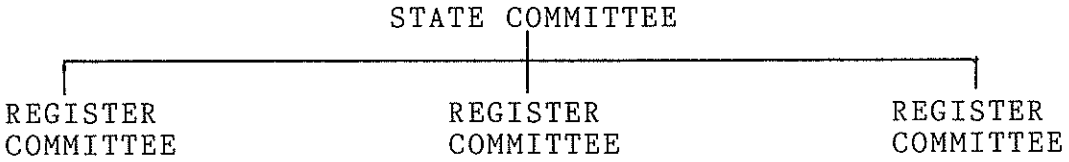
2. Register Public Relations Officer must have their actions approved by State Public Relations co-ordinator officer, and the members of the register.

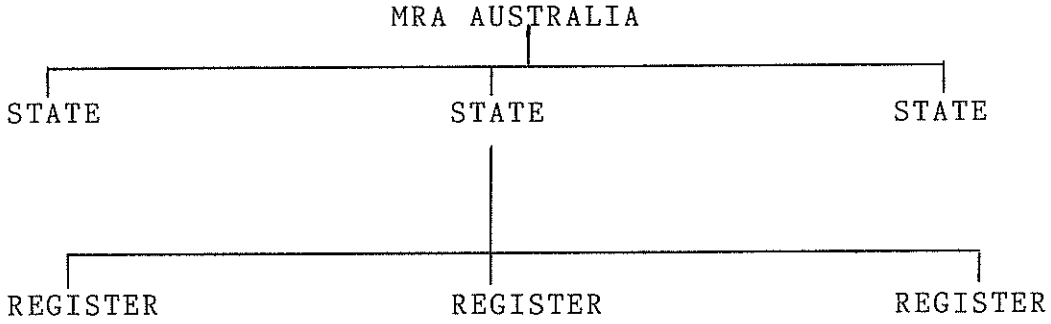
3. The State Public Relations co-ordinator officer will be responsible for the following:-

   . Ensuring that register activities do not clash
   . For publication of State PR events - calendar
   . Direct liaison with State committees
   . Advertising/Promotion/Media liaison

4. State Public Relations co-ordinator officer is only the individual authorised to liaise direct with media.

5. Register Public Relations officer authorised to liaise at their level.


STATE COMMITTEE
REGISTER COMMITTEE
REGISTER COMMITTEE
REGISTER COMMITTEE


MRA AUSTRALIA
STATE
STATE
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REGISTER
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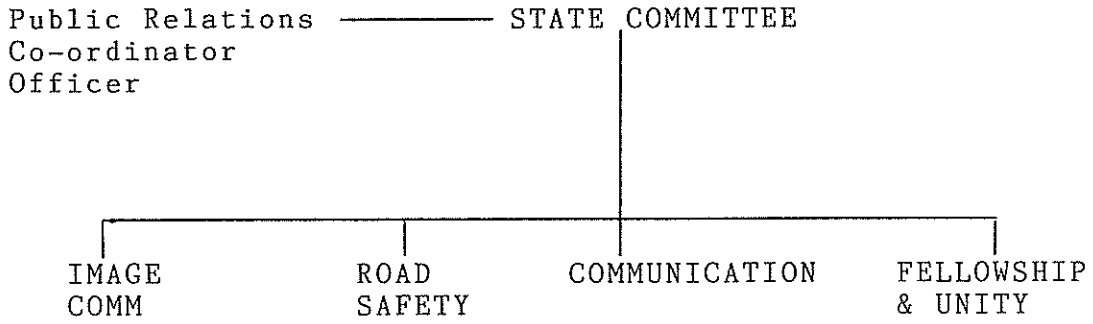
REGISTER


Public Relations Co-ordinator Officer
STATE COMMITTEE
IMAGE COMM
ROAD SAFETY
COMMUNICATION
FELLOWSHIP & UNITY

GROUP 2'D'

ROAD SAFETY

ACCOUNTABILITY

*PROBLEM - WHO

*SOLUTION - Scrap all committees
Executive Committee at top elected from Members/one from each register and one from shop. Because each member is elected they are accountable to Members they represent.

Employ Office Manager/accountable because he is paid a salary.

Exec Committee to make day to day decisions.

Sub-committee on Road Safety - one person from Executive Committee to report back and to organise this committee. Sub-committee is made up of appointed people with relevant qualifications and interests.

*NO REP AT DECISION LEVEL - Invite relevant people ie from RTA etc to be on sub-committee, with our vested interest.

*PRO & RE-ACTIVE - This one will be covered by sub-committee looking into and acting on decisions.

Resources covered by spreading work load and qualified people on sub-committee.

Poor attitude of members - by involving more people interest becomes higher.

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GROUP 2'E'

HUMAN RESOURCES

ROAD SAFETY

Need to Develop a Talent Bank

- Membership Listings
- Call for Talent via Deciding Factor

Questionnaire on back of Application Form

- Areas of expertise
- Abilities
- Qualifications
- Special areas of interest
  (voluntary areas only)

Need for Sub-Groups to accomplish tasks eg:

Statistics Sub Committee to
- React to Govt reports
- Prepare Reports
- Liaise with Educ Institutes (prepare reports)
- Govt Bodies (Members on inside)

Real need for positive feedback to hard workers (Communication)

Better use of and more members

Priorities very important for proper use of Human Resources

1 * Establish Resources - Communication

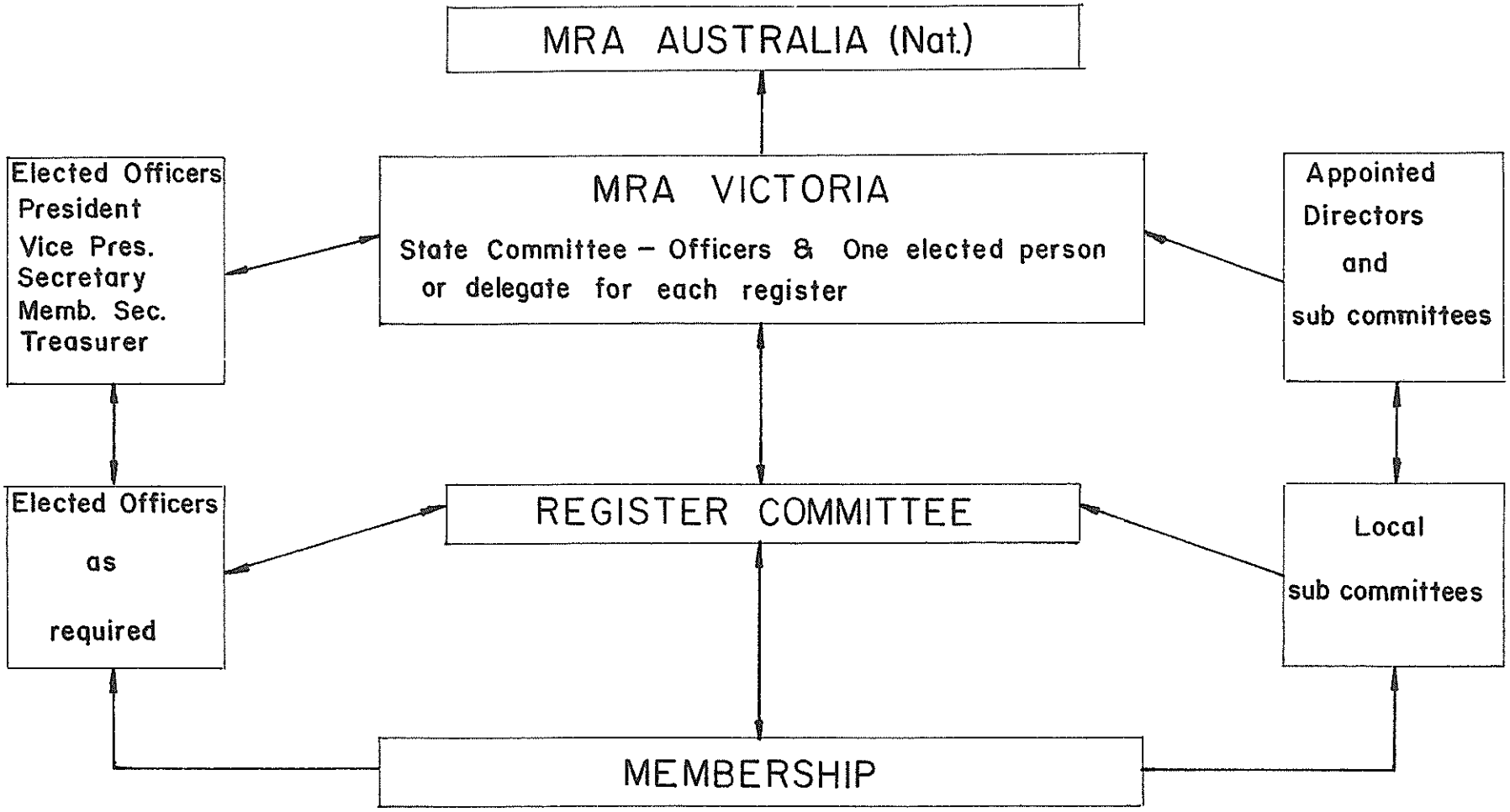
2 * Establish Priorities - Decision

3 * Act - Group Effort

TO INCREASE HUMAN RESOURCES

- Associate Membership
- "Friends of the MRA"

Membership may shrink but not so important as better use being made of Human Resources.



Appendix 4 PROPOSED STRUCTURE / INVOLVING MEMBERS

Mr Arthur Veno Gippsland Istit.	Mr Mike Grasso MRA METRO	Mr Chris Swalwell MEMBER
Mr Greg Batten WEST COAST MRA	Mr Damien Worsnop EAST. SUBURBS MRA	Mr Andy Luck MEMBER
Mr Paul Hanrahan MRA METRO	Mr Craig Ward EAST. SUBURBS MRA	Mr Russell Lovell STH GIPPSLAND MRA
Mr Tony Johnston BENDIGO MRA	Mr Alan Lindley STH SUBURBS MRA	Ms Maree Wyhoon STH GIPPSLAND MRA
Mr Dutchy Soutar SEYMOUR MRA	Mr Martin Newey STH SUBURBS MRA	Mr Dave Hornsby GIPPSLAND MRA
Mr John Karmouche SEYMOUR MRA	Mr Rags O'Rielly BORDER DIST. MRA	Mr Alex Hood GIPPSLAND MRA
Mr Peter Holmes ACCOUNTANT	Ms Rose Fletcher MEMBER	Mr Rudi Grassecker GIPPSLAND ISTIT.
Ms Marg Guthrie COUNCILLOR	Mr Paul Clayton STH PENINSULA MRA	Mr Cameron Massey SALE MRA
Ms Barbara Udale MEMBER	Mr Charles ²medwin ADVISOR	Mr Ian Hanson SALE MRA
Mr Warren Gordon VIC MRA	Mr Barry Mebbrey BALLARAT MRA	Mr Lindsay Peters BORDER DIST MRA
Lee Wiliams SHT PENINSULA MRA	Mr Blythe Osborne CONVENOR/FACILITATOR	

MRA
VICTORIA

CONSTITUTION
SECOND DRAFT

JUNE 1986

CONSTITUTION AND RULES OF THE M.R.A AUSTRALIA (VIC) INC.

1. NAME AND AIMS

1.1 The name of the incorporated Association is THE MOTORCYCLE RIDERS ASSOCIATION OF AUSTRALIA (VICTORIAN BRANCH) INCORPORATED. In these rules called The Association.

(This replaces the previously registered name of THE MOTORCYCLE RIDERS ASSOCIATION OF AUSTRALIA INCORPORATED)

1.2 Aims of the Association.

1.2.1 To represent the interests of Motorcyclists in Victoria to Government, its statutory bodies, the general public and the media, to ensure fair and sensible legislation in all matters affecting motorcycling.

1.2.2 To promote Road Safety, especially in matters affecting Motorcycling, and a better image for motorcyclists in the media and the public mind.

1.2.3 To provide services, information and social functions for members.

2. INTERPRETATION.

2.1 In these rules, unless the contrary intention appears:

"State Committee" or "Committee" means the Committee of Management of the Association, as defined in Section 8 of these rules.

"Financial Year" means the year ending 30th June.

"Year of Office" means the year ending on the day of the Annual General Meeting.

"General Meeting" means a meeting of members convened under Section 13 of these rules.

"Special Meeting" means a meeting of members convened under Section 14 of these rules.

"AGM" means the Annual General Meeting of members convened under Section 12 of these rules.

"Member" means a person whose membership expires at a future date.

"Ordinary member of the Committee" means a member of the Committee who is not an Officer of the Association under Section 8.2 of these rules.

"Register" means a subordinate Committee and members of the Association defined under Section 9 of these rules.

"Register Delegate" means any member of the Association elected by a Register to attend State Committee Meetings.

"Director" means any member appointed by the Committee to perform a specialist function for the Association.

"The Act" means the Associations Incorporation Act 1981"

"The Regulations" means regulations under the Act.

2.2 In these rules, a reference to the Secretary of an Association is a reference:

2.2.1 Where a person holds office under Section 8 of these rules as Secretary of the Association - to that person.

2.2.2 In any other case, to the Public Officer of the Association.

2.3 Words or expressions contained in these rules shall be interpreted in accordance with the provisions of the Acts Interpretation Act 1958 and the Act as in force from time to time.

3. PRIOR RULES, CONSTITUTIONS AND RESOLUTIONS OF THE ASSOCIATION.

This Constitution and Rules replace and rescind all previous Constitutions and Rules of the Association.

4. APPLICATION FOR MEMBERSHIP.

4.1 Any person who has an interest in the aims of the Association and who has not previously been expelled from the Association is eligible for membership on payment of a membership fee defined under Section 5 of these rules.

4.2 The Membership Secretary, or other Officer of the Association, shall , on receipt of the membership fee as defined under Section 5 of these rules, enter the members name in the register of members kept by the Association.

4.3 A right, privilege, or obligation of a person by reason of his membership of the Association:

4.3.1 Is not capable of being transferred or transmitted to another person.

4.3.2 Terminates upon the cessation of his membership whether by death or resignation or otherwise.

4.4 No member, other person or company shall use the name of the Association, or any names or titles registered by law to the Association or any names and titles which the Association has possessory rights over in Common Law, for the purpose of personal profit or advancement or for the profit of some other company or organisation or for any other purpose except by written contract between the State Committee and the member, other person or company.

This Contract shall be for a maximum of one year, renewable by resolution of the Committee.

Any attempt to contravene this rule shall be cause for expulsion from the Association under Section 7.3 of these rules. The Association may also take legal action against offenders under this rule.

4.5 Any Association paraphenalia, although sold to members, remain the property of the Association and shall be returned to the Association when the member retires from the Association.

5. MEMBERSHIP FEES AND ANNUAL SUBSCRIPTION.

5.1 The annual subscription shall be recommended by the outgoing Committee and determined by vote at the AGM.

5.2 There shall be a Joining Fee payable upon joining the Association. This fee shall be determined at the AGM by vote. This fee is chargeable to any member whose membership has expired for a period of three (3) months or more.

Where the joining fee has been collected by a Register it becomes the property of that Register and may be retained by the Register Treasurer. If not retained by the Register it shall be remitted by the State Committee Treasurer to the Register within 28 days of receipt.

5.3 In place of an annual subscription fee a person may elect to pay any of the following:

5.3.1 A life membership fee of ten (10) times the annual subscription.

5.3.2 Family membership of 1.5 times the annual subscription. Family membership gives voting rights to two (2) family members but only one copy of any newsletter or magazine published by the Association will be mailed under a family membership. Only one joining fee is payable.

5.3.3 Two or more years subscription which gives that number of years plus one (1) years membership.

5.4 Honorary Life Membership may be given to members who have made outstanding contributions to the Association at the discretion of the Committee. A member may be proposed for Honorary Life Membership by the written submission of a Register. This submission shall specify the grounds of the nomination and the details of the Register Meeting Resolution initiating the proposal. Such presentations shall be made at a general meeting. Honorary Life Membership may only be rescinded by vote at the AGM or at a Special General meeting. A two thirds majority vote is necessary to rescind an Honorary Life Membership.

5.5 Corporate membership may be given to a company, club, other incoporated association or business at the annual subscription rate with the approval of the Committee. Such membership does not carry voting rights.

5.6 Lapsed members upon rejoining shall be considered to be members from their last expiry date to a date 12 months from that expiry date, except that where the period of expiry is more than 3 months the membership is considered to be a new membership and a joining fee is payable. The new expiry date will be 12 months from the date of rejoining.

5.7 Expiry dates shall be calculated from the first day of the month following the month of the joining date.

6. REGISTER OF MEMBERS.

6.1 The Membership Secretary, or other officer of the Association shall maintain a register of members in which shall be entered the full name, address and date of joining together with the type of membership and the date of expiry. Other information may be recorded if provided by the member.

6.2 This register shall be confidential to the members of the Association. The Register shall be available for inspection by members at the address of the Association by prior arrangement with the Membership Secretary.

6.3 The member shall be responsible for informing the Membership Secretary of any change of address.

7. RESIGNATION AND EXPULSION OF MEMBERS.

7.1 A member may resign from the Association by giving notice in writing to the Secretary of the Association. This resignation will take effect one calendar month from the date of receipt of the letter of resignation or earlier as specified in the letter of resignation.

7.2 On the effective date of any members resignation the Membership Secretary shall record the date of expiry of membership against that members name. All fees and parenphenalia shall remain the property of the Association.

7.3 Subject to these rules, the Committee may, by resolution:

7.3.1 Reprimand, suspend or expel a member from the Association.

7.3.2 Such action may be taken if the Committee is of the opinion that the member:

(a) Has refused or neglected to comply with these rules.

(b) Has been guilty of conduct unbecoming a member or prejudicial to the interests of the Association.

7.4 Where the Committee passes a resolution to reprimand, suspend or expel a member the Secretary shall send, to the recorded address of the member, a notice in writing:

7.4.1 Setting out the resolution of the Committee and the grounds on which it is based.

7.4.2 Stating that the member may address the Committee at a meeting to be held not earlier than 14 days and not later than 31 days after the date of service of the notice.

7.4.3 Stating the place, date and time of that meeting.

7.4.4 Informing the member that he may do one or more of the following:

(a) Attend that meeting.

(b) Give to the Committee, before the date of that meeting a written statement seeking the revocation of the resolution.

(c) Not later than 7 days before the date of the meeting, lodge with the Secretary a notice to the effect that the member wishes to appeal to the Association in general meeting against the resolution.

7.5 At a meeting of the Committee held in accordance with Section 7.4.4 the Committee shall:

7.5.1 Give the member an opportunity to be heard.

7.5.2 Give due consideration to any written statement by the member.

7.5.3 By resolution determine whether to confirm or revoke the resolution reprimanding, suspending or expelling the member.

7.6 At a general meeting of the Association Section 7.5 shall apply except that 7.5.3 shall be amended as follows:

By vote of members present determine whether or not the resolution reprimanding, suspending or expelling the member shall be confirmed. A two thirds majority shall be required for confirmation of the resolution.

7.7. A resolution passed by the Committee to reprimand, suspend or expel a member:

7.7.1 Shall have no effect unless the Committee confirms the resolution at a meeting held not earlier than 14 and not later than 31 days after the service of a notice of reprimand, suspension or expulsion of the member. Proof of posting to the members recorded address shall constitute service of the notice.

7.7.2 Or, where the member exercises his right of appeal within 31 days a resolution to reprimand, suspend or expel a member shall have no effect unless the Association confirms the resolution as defined under Section 7.5 or 7.6 these rules.

8. STATE COMMITTEE.

8.1 The State Committee shall consist of the Officers of the Association, any ordinary Committee members and a delegate from each Authorised Register.

8.2 The Officers of the Association shall be:

8.2.1 President

8.2.2 Vice President

8.2.3 Secretary

8.2.4 Treasurer

8.2.5 Membership Secretary

8.3 Appointed Positions.

The Committee is empowered to appoint persons to special interest Honorary Directorships from any suitably qualified member of the Association. Such Directors do not have voting rights at any Committee meeting unless they are also elected Committee members.

8.4 Additional Committee member positions may be created by resolution at the AGM.

8.5 Election of members to vacant positions on Committee.

The Association Electoral College, defined under Section 10.3 of these rules, may elect a member to a vacant office at any time.

8.6 Duties of Association Officers.

8.6.1 President.

(a) Has ultimate responsibility for the actions of other officers. It is his or her responsibility to ensure that the other Officers perform their jobs properly.

(b) The President shall set an example of good behaviour and fellowship to the members.

(c) The President or an appointed delegate, shall be the State Representative to National Conference.

(d) He or she shall be the default chairman at Association meetings.

(e) He shall work closely with the Vice President to ensure that the Vice President can act on his behalf in the event of his absence.

8.6.2 Vice President.

(a) To work closely with the President so that he or she is able to stand in the Presidents place whenever the President is unavailable.

(b) To be responsible for reviewing all copies of minutes received from the Registers and making a summary report of these minutes to State Committee Meetings.

(c) To be responsible for the orderly filing and indexing of Register minutes.

(d) To act as Register Liaison Officer and ensure that State/Register communication is timely and effective.

8.6.3 Secretary.

(a) To maintain a register of minutes of all meetings and produce these in writing at the next meeting.

(b) To write ALL correspondence on behalf of the Association unless another person is delegated the responsibility for a specific purpose at an Association Meeting.

(c) To ensure that copies of all outgoing correspondence by any officer are tabled at the next Association meeting.

(d) To obtain Committee authorisation for all outgoing correspondence. Urgent matters may be authorised by the President or any two other Committee members.

(e) To receive all correspondence on behalf of the Association unless another Officer is delegated this responsibility for specific reasons, i.e Rider Training and Road Safety Director.

(d) To distribute incoming correspondence to the Officer responsible.

(e) To maintain a Register of all incoming and outgoing correspondence.

(f) To prepare an Agenda for each meeting and ensure that all items that are unresolved from previous meetings appear until resolved.

(g) To keep a record of all motions and resolutions of the Association in a Motion Record Book and to make this book available at all meetings. Each motion record to show the following:

(i) The exact wording of the motion.
(ii) Name of Proposer.
(iii) Name of Seconder.
(iv) The result.
(v) Any other details as the Chairman may direct.

(h) To distribute a copy of minutes of all State Committee, General, Special and Annual General meetings to each Authorised Register.

8.6.4 Treasurer.

(a) To receive, record and be responsible for ALL Association funds other than Register Funds.

(b) To account to the Committee and members for these funds by means of a report at each meeting. This report shall comprise the following:

(i) Ledger Balance B/Fwd.
(ii) Income this period.
(iii) Expenditure this period.
(iv) C/Fwd ledger Balance.
(v) Outstanding Creditors.
(vi) Outstanding Debtors.

This report shall be presented in writing and be fully reported in the minutes.

(c) To ensure that all petty cash expenditure is supported by voucher and that a detailed breakdown of petty cash expenditure is available on request from the Committee.

(d) To ensure that all receipts are paid into the Associations Bank Account.

(e) To perform a Bank Reconciliation on each Bank Statement received. This reconciliation to be presented to the Committee on request.

(f) To be one of the two authorised signatories on the Associations Bank Account. All cheques to be signed by the Treasurer and one other authorised signatory.

(g) To obtain Register Financial Reports each financial year for inclusion in the Treasurers financial report.

(h) To present to the AGM a financial report showing the accumulation of all monthly reports for the financial year.

(i) The Treasurer shall have the absolute veto of any proposed expenditure which exceeds the funds available.

8.6.5 Membership Secretary.

(a) To keep accurate records of all memberships and issue membership renewal notices when due.

(b) To report totals of all memberships received between meetings and the monies remitted to the Treasurer.

(c) To instruct the Treasurer what monies are due to each Register.

(d) To promptly process each membership and issue a membership card to each member on payment of their subscription.

(e) To produce membership listings on request of the State or Register Committee.

9. REGISTER STATUS.

9.1 The Association consists of the State Committee together with the Committees of all properly authorised Registers of the Association together with the members.

9.2 A Register consists of a Register Committee together with the members of the Association who wish to belong to that Register.

9.3 A properly organised Register is defined as:

9.3.1 A local Association of members with its own Committee which holds a letter of authorisation from the State Committee. This letter of authorisation shall state:

(a) That the resolution authorising the establishment of the named Register was presented at a meeting of the Association held on a specified date and was passed by majority vote of members present at that meeting.

(b) That the officers of the Register shall be:

(i) President
(ii) Vice President
(iii) Secretary
(iv) Treasurer
(v) Social Secretary

together with any Committee Members that the Register may elect.

(c) The names of the founding Committee members.

(d) The date of Register foundation.

9.4 A Register Committee may establish its own by-laws, which shall regulate the business and conduct of that Register except where there is any conflict with these rules, in which case these rules are to take precedence.

9.5 Limitations as to the scope of a Registers powers.

A Register may not commence any legal or political action above Local Government level on behalf of itself or the Association without written permission from the State Committee.

9.6 Register Finances.

9.6.1 A Register is responsible for its own finances.

9.6.2 A Register may not incur any expense in excess of its available funds without written authority from the State Committee. Applications to the State Committee for this authority shall include a detailed financial plan for the project. This plan shall specify the source of finance and the repayment arrangements. A member or Register Officer of the Association acting without such authority shall be deemed personally responsible for any debts.

9.7 Membership fees collected by the Register must be forwarded to the State Treasurer together with the membership application or renewal form within 14 days of receipt.

9.8 Rights of Registers to Association funds.

Upon the foundation of a Register the Register shall be entitled to a grant of $100, or other such sum as may be agreed by the State Committee, from the Association funds. The procedures regarding joining fees collected by the Register are listed under Section 5.2 of these rules.

9.9 Withdrawal of Register Authorisation.

The State Committee retains the right and authority to withdraw Authorisation from a Register under the following circumstances:

9.9.1 Where a Register Committee does not have at least two elected office holders.

9.9.2 Where the State Committee is of the opinion that the Register has been guilty of conduct which would provide grounds for expulsion of an individual member.

9.10 Procedure for withdrawal of Register authorisation.

9.10.1 This shall be the same procedure applicable to the expulsion or suspension of an individual member, except that a Register Officer shall be deemed to represent the Register.

9.10.2 Withdrawal of Register authority shall in no way affect the rights of any member of that Register to their Association Membership.

9.10.3 All assets and/or monies held by a Register shall be returned to the State Committee upon withdrawal of Register authority.

9.11 Register delegate to State Committee.

9.11.1 Each Register shall elect a Delegate to attend State Committee meetings on their behalf. This Delegate shall have full voting rights on State Committee.

9.11.2 A Register Delegate must possess a Letter of Authority from the Register, signed by the Register President and Secretary.

9.11.3 A Register may delegate ANY member of the Association to attend State Committee meetings on their behalf. It is not necessary for a Delegate to be a member of the Register.

9.11.4 A Register Delegate is required to attend all meetings of the State Committee. Failure to attend at least four meetings a year shall be grounds for withdrawal of Authorisation under Section 9.10 of these rules.

9.11.5 A Register is responsible for the attendance of its Delegate at all State Committee meetings.

9.11.6 A Register may withdraw its Delegates Letter of Authority at any time. A new Delegate must be appointed immediately.

9.11.7 Failure of a Register Delegate to attend three (3) consecutive State Committee meetings shall constitute resignation as Delegate. The Register shall immediately appoint a replacement upon notification of this resignation from the Secretary of the State Committee.

9.11.8 A Register Delegate may be removed by a Vote of No Confidence as defined in Section 18 of these rules.

9.12 A Register shall keep accurate minutes together with a record of attendance of its members at its meetings. These minutes and attendance records shall be made available to State Committee within 14 days of the meeting.

9.13 A Register shall present a financial report to the State Treasurer each year for inclusion in the Association Annual Financial Report at the request of the State Treasurer.

10. ELECTIONS OF STATE COMMITTEE.

10.1 Eligibility.

Any member of the Association is eligible to nominate for any Committee position.

A member wishing to stand for election to a Committee position must be nominated and seconded by two members of the Association. The nomination must also be signed by the nominee.

10.2 Acceptance of responsibility.

Any member signing a nomination form or accepting an appointment to the State Committee accepts the following conditions.

10.2.1 That the member will attend all meetings of the Association unless prevented by circumstances beyond their control. Failing attendance, apologies must be sent to the Secretary prior to the meeting.

10.2.2 That failure to attend three (3) consecutive meetings, without authority from the Committee by resolution, shall constitute resignation.

10.2.3 That the member understands that the term of office is until the next AGM and that the member intends to fulfill their office for that period.

10.2.4 That the member has read these rules and is familiar with the duties expected of them.

10.2.5 That the member will provide a resume containing all relevant personal details to the Committee for distribution to all Registers prior to the election.

The following details are suggested as relevant to a nomination for office.

(a) Full Name and Town and Suburb of address.

(b) Age.

(c) Marital status and number and ages of children.

(d) No. of years motorcycling experience.

(e) No. of years membership of the M.R.A.

(f) Details of any experience on Committees.

(g) Trade or profession.

(h) What the nominee can offer the Association.

(i) Why they wish to stand for office.

(j) Any other details they wish to add.

10.3 Election of Committee.

Members are elected to the State Committee by vote of an Electoral College consisting of each properly authorised Register and the members present at the AGM.

The members present at the AGM shall vote on each candidate. Together the members present at the AGM form one delegate to the Electoral College.

Each member of the Electoral College has one vote.

For interim appointment to the Committee the Electoral College consists of the Register delegates only.

Elections shall take place at the AGM each year or at other times when a vacancy occurs on State Committee.

Election of officers by this Electoral College shall be valid so long as the number of properly authorised Registers exceeds six (6).

Where there are less than six (6) properly authorised Registers or a quorum of the Electoral College, including postal votes of the Register Delegates, is not present then Officers shall be elected by the members present at the AGM subject only to there being a quorum of 50 members present.

Where a quorum of members are not present at the AGM a Special Meeting of the Association must be called for a date not less than 14 days nor greater than 31 days from the date of the AGM. Section 14. of these rules describes Special Meetings. The existing Committee shall continue to serve until this Special Meeting.

10.4 Returning Officer.

Prior to the AGM or any other election the State Committee shall appoint a Returning Officer for the Election.

All nominations and nominee resumes must be received by the Returning Officer at least 21 days before the date of the election to allow for distribution to the Registers.

A Register may:

(1) Return their vote to the Returning Officer by post. Such postal votes must be received by the Returning Officer before the election.

(2) Send the Register Delegate to attend and vote at the AGM or other meeting at which the election is to be held.

The Returning Officer is to count the votes and to announce the results. In the event of a tie the Returning Officer shall cast the deciding vote.

10.5 Method of voting.

Voting shall normally be on a "first past the post" basis, however, where there are multiple candidates for any office, the Returning Officer may announce that a preference system be used.

The list of preferences of the members present at the AGM is obtained by the count of votes for each candidate after a "first past the post" vote. i.e The candidate with the highest vote becomes the first preference, the next highest becomes the second preference and so on.

The votes of the Electoral College are counted using the preference system. After the first count the (1) votes of the lowest scoring candidate are distributed to the second preference vote recorded on these votes and the count repeated. This is repeated until only two candidates remain and no more preferences can therefore be distributed.

11. TERMS OF OFFICE.

11.1 The term of office of an elected officer shall be 12 months or until the next AGM.

11.2 When more than two candidates are standing for election to any office, any currently serving officer who has completed two years service is ineligible for his current position. If no candidate receives more than 20% of the primary vote of the Electoral College, the currently serving officer, may now nominate and the vote repeated. At this vote the normal rules of the election will apply.

11.4 Any officer or Committee member who resigns his office before the normal expiry date may not serve the Association in any official capacity for a period of two years after the normal expiry date of their term.

11.3 Leave of Absence.

Where circumstances make it impossible for an Officer to fulfill his elected office and that Officer does not wish to resign, the Committee may, by resolution recorded in the minutes, grant leave of absence for a period ending not later than the AGM.

During any such leave of absence the Committee may appoint any member to the position.

An Officer taking leave of absence during the year shall be considered to have completed his term of office at the AGM as normal.

12. ANNUAL GENERAL MEETING.

The Association shall hold an Annual General Meeting each year within three (3) months of the end of the financial year.

The ordinary business of the AGM shall be:

12.1 To confirm the Minutes of the previous AGM.

12.2 To receive the annual reports of each Association Officer, including the Treasurers report in accordance with Section 30(3) of the Act.

12.3 To elect Officers of the Association and the ordinary members of the Committee and appoint a Public Officer.

12.4 To determine the Annual Subscription and Joining Fee for the following term.

12.5 The AGM may transact any other special business notified to the Secretary prior to the meeting or general business arising from the meeting.

12.6 The AGM shall stand in place of the normal General Meeting for the month.

12.7 Register Annual General Meetings shall be held in the month following the State AGM.

13. GENERAL MEETINGS.

13.1 The Association shall hold a General Meeting of the members each month except January.

13.2 General meetings shall be held on the first Tuesday of each month unless changed by resolution at an Association meeting.

13.3 The Association shall hold two (2) State Conferences each year, to be attended by the Officers of the State Committee and representatives of each Register. This meeting shall be open to all members.

13.4 Officers and Directors reports shall be presented at each General meeting.

13.5 The Secretary shall not be obliged to include any Officers report in the minutes unless presented in writing, other than to note that the report was presented.

14. SPECIAL MEETINGS.

14.1 A Special Meeting of the Association may be called at any time on the written request of 5 members.

14.2 The meeting shall be held no earlier than 14 days from the date of request and no later than 31 days after the date of request or the next General Meeting whichever occurs first.

14.3 A request for a Special Meeting shall state the objects of the meeting and shall be sent to the address of the Association.

14.4 Upon a request for a Special meeting the Secretary shall advertise the time, place and objects of the meeting in a Public Notice in the daily press and the fortnightly motorcycle press not later than 7 days after the request.

14.5 Notification of a Special Meeting shall also be sent to each Register within 7 days of the request.

15. COMMITTEE MEETINGS.

15.1 A Committee meeting shall be held at least once a month in addition to a general meeting.

A quorum for a Committee meeting shall be 5 members.

15.2 Committee meetings are open to members on invitation only. A request to the Secretary to attend will normally be sufficient to obtain an invitation. All requests for attendance from members will be acknowledged.

15.3 Minutes of Committee meetings shall be available to members on request at the office of the Association.

15.4 Committee meetings shall be attended by Officers of the Association, ordinary members of the Committee and Delegates of each Register. Apologies for absence must be received by the Secretary before the meeting.

15.5 A Register Delegate must possess a letter of authority from the Register, signed by the Register President and Secretary.

16. PROCEDURE AT MEETINGS.

16.1 All business that is transacted at a Special General Meeting and all business that is transacted at the Annual General Meeting with the exception of that specially referred to in these rules as being the ordinary business of the Annual General Meeting shall be deemed to be special business.

16.2 No item of business shall be resolved at the Annual General Meeting or a General meeting unless a Quorum of members entitled under these rules to vote is present during the vote on that item.

It is NOT sufficient for a quorum to be present at one point in the meeting only.

16.3 Quorum for meetings.

16.3.1 AGM.

Election of Officers of the Association is by the Electoral College defined in Section 10.3 of these rules. A quorum of the Electoral College shall be two thirds of the number eligible, rounded down to the nearest whole number.

Where election by Electoral College is not valid because there are less than six (6) properly authorised Registers, Officers are elected by the members present at the AGM subject to there being 50 members present.

16.3.2 Special General Meetings.

Unless called as a result of there being no quorum at the AGM a quorum shall be 30 members. Where called as a result of no quorum at the AGM a Quorum shall be 10 members.

16.3.3 General Meetings.

30 members.

16.3.4 Committee Meetings.

5 Committee Members.

16.4 If within half an hour of the appointed starting time of a meeting a quorum is not present the meeting shall be declared an informal meeting.

An informal meeting may receive reports but no resolutions or motions may be presented or voted upon.

Where the previous meeting was declared an informal meeting a quorum of 3 members shall be sufficient.

16.5 The President or nominated delegate shall preside as Chairman at all meetings.

16.6 In the absence of the President or nominated delegate, the members present shall elect one of their number as Chairman.

16.7 The Chairman of a General Meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting to another time and/or place but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

16.8 Where a meeting is adjourned for 14 days or more, notice of the meeting shall be given as for a Special Meeting. (Section 14.4 of these rules)

16.9 Questions arising at meetings shall be first raised as a Discussion Topic. The Chairman shall ensure that all members who wish to speak on the topic shall have the opportunity to do so.

16.10 The chairman may terminate discussion by any member if, in his or her opinion, no further contribution to the discussion is being made.

16.11 Any member may call for a motion on the topic under discussion to be put at any time. A motion must have a Proposer and a Seconder. The Chairman has discretion whether sufficient discussion has taken place before the motion is put.

16.12 Prior to a Motion being put to the meeting it may be amended by a further motion.

16.13 The Motion, or Amended Motion, shall be voted on immediately except that the Chairman may invite the Proposer and one other to speak to the motion and any two others to speak against the motion if he considers this necessary.

16.14 Details of the Motion put to the meeting shall be recorded by the Secretary as detailed in Section 8.6.3 of these rules.

16.15 A member has one vote only on any motion or resolution at any Association Meeting.

16.16 Votes may be given personally or by Proxy, refer Section 17 of these Rules for details.

16.17 No restrictions apply to eligibility of the Chairman to vote on any issue. Additionally, in the event of a tied vote, the Chairman is entitled to cast a second or casting vote.

16.18 Voting shall be as determined by the Chairman, either a show of hands or a poll (secret ballot). In either case proxy votes shall be counted.

16.19 Notwithstanding 16.18 above, a poll may be demanded by any three (3) or more members present.

In the event of a poll it shall be taken at that meeting in such a manner that the Chairman shall direct and the resolution of that poll shall be deemed to be a resolution of the meeting on that question.

16.20 Any member may demand a vote or poll on the issue of removal of the Chairman or adjournment of the meeting. Subsequent to a Seconder for this motion it shall be taken immediately.

16.21 A poll demanded on any other issue shall be conducted by the Chairman at any time before the end of that meeting.

16.22 Non Members are ineligible to vote at any meeting. Refer to Interpretation Section 2.1 of these rules.

17. PROXY VOTES.

17.1 A member is entitled to appoint another member as his Proxy by notice given to the Secretary no later than 24 hours before the time of the meeting for which the proxy is required.

17.2 The notice appointing the proxy shall be in the following form:

I, _____ (Full name of member)
of _____ (Address)
being a member of the Motorcycle Riders Association of Australia (Victorian Branch) hereby appoint _____ (Full name of proxy) of _____(Address) being a member of the Asssociation, as my proxy to vote for me on my behalf at the General Meeting of the Association (AGM or Special General Meeting) to be held on _____ (date) and at any adjournment of that meeting.

My proxy is authorised to vote as follows:

(details of resolution)

(Voting details)

Signed,
Date

18. REMOVAL OF OFFICERS.

18.1 Any Office Holder of the Association, including appointed Directors may be removed at any time by a successful vote on a motion of no confidence in that Officer.

18.2 Ratification of a successful vote of no confidence.

Any vote of no confidence passed at a Committee Meeting shall take immediate effect but shall be subject to Ratification at the next General Meeting.

The Proposer and Seconder of the original motion shall prepare a submission to the General meeting.

The Secretary shall ensure that Ratification of any motion of no confidence is the first item on the Agenda. Details of the voting on the original motion shall be reported to the General Meeting.

Should the no confidence motion fail to be ratified the Officer concerned shall be immediately reinstated.

18.3 Votes of no confidence passed at General Meetings shall not require ratification.

18.4 There is no restriction upon any Officer so removed standing for office at any subsequent election.

19. REMOVAL OF COMMITTEE.

19.1 Any member may move a motion of no confidence in the Committee at any General Meeting. This Motion must be seconded as normal and must be voted on immediately. To be successful, a vote of no confidence in the Committee must obtain 75% of the votes of all members present.

19.2 If successful the proposer of the motion shall immediately take the chair. Together with the seconder of the motion and the Register Delegates he shall form the Interim Committee until elections can be held. These elections shall be held no later than the next General meeting, which shall be deemed to be a Special General Meeting. (refer Section 14 of these rules)

19.3 Any motion of no confidence shall have no effect on the Register Delegates. A particular person may be removed as a Register Delegate by resolution of the Committee at any time. The Register concerned shall immediately appoint another delegate.

19.4 After a successful vote of no confidence the interim committee shall take possession of all the books and papers of the Association together with the Bank Account Cheque Book. The evicted Committee shall sign the following Document (Section 19.5) acknowledging the successful vote of no confidence.

19.5 The Motorcycle Riders Association of Australia (Victorian Branch) Inc.

Date (Date of General Meeting)

To whom it may concern,

We, the undersigned, being the Officers and Ordinary members of the State Committee of the above Association acknowledge that at the General Meeting of the Association held on this date a Motion of NO CONFIDENCE in this committee was passed by the members present.

The management of the Association is therefore vested in the interim committee as follows:

President: (name of motion Proposer)

Secretary: (name of motion Seconder)

together with the Authorised Delegates of the following Registers of the Association:
(Register List)

Signed:	(name)	President
	(name)	Secretary
	(name)	Treasurer
	(name)	Membership Secretary
	(names)	Ordinary Members

20. COMMON SEAL OF THE ASSOCIATION

20.1 The Common Seal of the Association shall be kept by the Secretary.

20.2 The Common Seal shall not be affixed to any instrument (i.e document) except by the authority of the Committee. This shall be authorised by the signatures of either two members of the Committee or by one committee member and the Public Officer of the Association.

21. ALTERATION OF RULES AND STATEMENT OF PURPOSES.

21.1 These rules and statement of purposes of the Association shall not be altered except in accordance with the Act.

21.2 These rules may only be altered at the AGM or a Special General Meeting called specifically for that purpose.

22. WINDING UP OR CANCELLATION.

22.1 The Association shall be dissolved when, at a Special General Meeting called for the purpose of winding up the Association, 75% of all members present, including Proxy votes vote for dissolution of the Association.

22.2 Upon dissolution of the Association the Public Officer shall, after disposal of the assets and settlement of all outstanding expenses and liabilities, make over any residual funds to any other Association or similar organisation having aims in keeping with those stated in Rule 1.2. OR;

22.3 Such registered charity as the members present at the Special Meeting dissolving the Association elect by resolution.

23. CUSTODY OF RECORDS.

23.1 Financial records of the Association shall be held by the Treasurer.

23.2 All other records of the Association shall be held by the Secretary.

23.3 Any member of the Association may have access to the records of the Association upon written request to the Secretary.

This inspection shall be at a convenient time and place in the presence of an Authorised Officer of the Association, within 28 days of the request.

The member may be accompanied by a professional accountant if desired.

24. FUNDS.

The funds of the Association shall be derived from entrance fees, annual subscriptions, donations and such other sources as the committee determines.

25. NOTICES.

25.1 A notice may be served by or on behalf of the Association upon any member either personally or by sending it by post to the member at his address shown on the register of members.

25.2 Proof of posting any such notice shall be evidence of delivery of that notice after the normal time required for delivery.

26. COLOURS AND LOGO OF THE ASSOCIATION.

The colours and logo of the Association shall be as determined by MRA AUSTRALIA at National Conference.

27. AUTHORITY OF MRA AUSTRALIA NATIONAL CONFERENCE.

Policy set at National Conference by means of minuted resolution shall be binding on this Association PROVIDED that it is not in conflict with these rules.

28. AUTHORITY OF STATE REGISTER CONFERENCE.

Policy set at Victorian State Conference by means of minuted resolution shall be binding on State Committee.

29. AUTHORITY OF STATE COMMITTEE.

Policy set at any meeting of the State Committee shall be binding on all Registers of the Association.

30. PUBLIC OFFICER OF THE ASSOCIATION.

The Public Officer, as defined by the Act, shall be appointed ~~from~~ by the Committee elected at the AGM.

31. STATUS OF IMMEDIATE PAST PRESIDENT.

The immediate past President of the Association shall have an ex-officio vote at Committee Meetings, provided that:

(i) The immediate past President remains a member of the Association.

(ii) The immediate past President of the Association does not serve as the current President.

(iii) The immediate past President has not resigned his office.

(iv) The immediate past President has not been removed on a vote of no confidence.

32. STATUS OF MRA SUB-COMMITTEES.

32.1 No Register may establish a special purpose NAMED sub-committee without the express written permission of the State Committee. This has particular reference to MRA 4B's (Bent and Buckled Biker's Bureau).

32.2 Special provisions for MRA 4B's.

32.2.1 No person or persons may claim membership of the Bent and Buckled Bikers Bureau without written authority of the State Committee 4B Director.

32.2.2 Any unauthorised use of the 4B's patch, logo, name or badge shall be cause for expulsion from the Association under Section 7 of these rules.

32.2.3 Supplies of 4B's patches will be provided by the State 4B's Director only on receipt of a written request from the Register 4B's committee person.

32.2.4 A 4B's patch may only be worn by an ACTIVE 4B's member. Upon ceasing active 4B's duties, any patch, badge or 4B paraphenalia must be returned to the 4B's Director immediately.