

Table of changes to Rules of Association U3A Yarra City 2026

Green writing= new wording

Red writing= old wording

Purple writing= change after member feedback in Rule 20.

The Act = The Associations Incorporation Reform Act 2012 (Vic), with some updates from Associations Incorporation Reform Regulations 2023.

Model Rules 2023= prewritten set of rules written to comply with the Act and Regulation by Consumer Affairs Victoria.

New Clause Number	Updated clause	Old Clause number	Old Clause	Reason
	Table of contents added		No table of contents	For ease of reference
1/2	The name of the Association is: U3A Yarra City Incorporated. ABN 46 364 099 724 Incorporated under the Associations Incorporation Reform Act 2023 (Vic)	1.	The name of the Association is: U3A Yarra City Incorporated under the Associations Incorporation Reform Act 2012 (Vic)	To comply with the requirements of Act.
7.	A membership year is a calendar year.		New clause	To state our membership Year.
13.	Membership procedures should be completed within 28 days of receipt of the application	10.	Membership procedures should be completed within 28 days of receipt of the application, and the Association must inform the person of the date when their membership began.	To update to current process
14.	Members may choose to stop being a member of the Association at any time by notifying the Secretary.		Members may choose to stop being a member of the Association at any time by writing to the Secretary.	To update to current process

Table of changes to Rules of Association U3A Yarra City 2026

New Clause Number	Updated clause	Old Clause number	Old Clause	Reason
16.	When their membership is inactive, a member cannot attend classes or exercise their membership rights, such as voting at a General Meeting	12.	When their membership is inactive, a member cannot attend classes or exercise their membership rights, such as voting at the Annual General Meeting	To be consistent with Model rules
18.	Members a. An ordinary full member of U3A Yarra City. b. Members have all rights including to stand for election to the committee and to vote at a general meeting.	13.		No change to wording, just rearranged.
19.	An associate member is a full member of another U3A. Associate members are eligible for a membership fee discounted as determined by the Committee.	15/16	An associate member is a full member of another U3A - a copy of receipt is required. Associate members are eligible for a membership fee discounted as determined by the Committee to half of the full membership fee.	Recognising current practice to not require evidence of other membership. To enable a change in Associate member fees if needed.
20	Guest member a. Guest speakers or tutors who are not enrolled in any classes are deemed to be guest members for the duration of the series of talks or classes they are presenting.	18.	Honorary member b. Guest speakers or tutors who are not enrolled in any classes are deemed to be Honorary members for the duration of the series of talks or classes they are presenting.	Changed after member feedback.

Table of changes to Rules of Association U3A Yarra City 2026

New Clause Number	Updated clause	Old Clause number	Old Clause	Reason
21.	Honorary Life members are nominated by the Committee based on meritorious service.	19	Honorary life members are nominated by the Committee and the nomination voted on at the Annual General Meeting.	To simplify process and explain current process. "Honorary" retained after member feedback.
31.	The Committee is made up of the following roles: a. The President b. Deputy President c. The Secretary: has special responsibilities under the Act d. The Treasurer	30.	The Committee is made up of the following roles: a. The President b. The Deputy President c. The Treasurer. d. The Secretary: e. The Program Coordinator (These are the Officers)	To clarify process
31e	Up to 6 Ordinary Committee Members who take specific roles as determined by the Committee	30f.	Up to 4 Ordinary Committee Members.	To enable Committee to have increased skills and distribute workload.
38.	A Committee Member stops being on the Committee if they: a. resign, by writing to the Committee or the Secretary b. are removed by a special resolution of members of the Association c. become insolvent (as the term is used in the <i>Corporations Act 2001</i>) d. become a represented person (under the Guardianship and Administration Act 2019), or e. die.	39.	A Committee Member stops being on the Committee if they: a. resign, by writing to the Committee or the Secretary b. are removed by a special resolution of members of the Association c. become insolvent (as the term is used in the <i>Corporations Act 2001</i>) d. become a represented person (under the Guardianship and Administration Act 1986 or e. die.	To be consistent with Model Rules.

Table of changes to Rules of Association U3A Yarra City 2026

New Clause Number	Updated clause	Old Clause number	Old Clause	Reason
41.	The President can invite other members to participate in the work of the Committee if deemed appropriate by the Committee.			New clause
42/43	Conflict of Interest. A Committee member who has a material interest in a matter being considered at a meeting must disclose the committee member's position and the nature of that interest to the Committee. The Committee must decide whether the member involved may be present while the matter is being considered at the meeting and whether the member may vote on the matter.			New clause to comply with the requirements of the Act
49.	The Secretary ensures that an agenda is set and that minutes of the meeting are recorded. The agenda will include acceptance of the minutes of the last meeting and a consideration of the Treasurer's financial report			New clause to comply with the requirements of the Act
64.	The Secretary must ensure that minutes of the General Meeting are recorded.			New clause to comply with the requirements of the Act
53.	The ordinary business of the AGM is to confirm the minutes of the previous AGM, receive reports and statements on the previous financial year, elect Committee Members and approve membership fees for the following year.	49.	The ordinary business of the AGM is to confirm the minutes of the previous AGM, receive reports and statements on the previous financial year and elect Committee Members.	To update to current practice.

Table of changes to Rules of Association U3A Yarra City 2026

New Clause Number	Updated clause	Old Clause number	Old Clause	Reason
54.	The Committee or a group of at least 10% of all members who are eligible to vote may call a Special General Meeting.	50.	The Committee or a group of at least 10% of all members may call a Special General Meeting.	To clarify situation.
55.	The minimum of 5% of the members who are eligible to vote (a quorum) must be present at a general meeting, either in person, by proxy or through the use of technology, for the meeting to be held.	51.	At least 10% of the members (a quorum) must be present at a general meeting, either in person or through the use of technology, for the meeting to be held.	Updated to facilitate general meetings
69.	Disciplinary Action Appeal Rights (2) The notice must be in writing and given— a. to the disciplinary subcommittee immediately after the vote to suspend or expel the person is taken; or to the Secretary not later than 7 days after the vote .	64.	Disciplinary Action Appeal Rights (2) The notice must be in writing and given— a. to the disciplinary subcommittee immediately after the vote to suspend or expel the person is taken; or to the Secretary not later than 48 hours after the vote.	To be consistent with Model Rules.

Table of changes to Rules of Association U3A Yarra City 2026

New Clause Number	Updated clause	Old Clause number	Old Clause	Reason
73.2	Grievance Procedure Appointment of a mediator 2.The mediator must be— a. a person chosen by agreement between the parties; or b. in the absence of agreement— i. if the dispute is between a member and another member—a person appointed by the Committee; or ii. if the dispute is between a member and the Committee or the Association—a registered mediator. Note This includes a registered mediator appointed or employed by the Dispute Settlement Centre of Victoria or accredited by the Victorian Bar.	68.2	Grievance Procedure Appointment of a mediator 2.The mediator must be— a. a person chosen by agreement between the parties; or b. in the absence of agreement— i. if the dispute is between a member and another member—a person appointed by the Committee; or ii. if the dispute is between a member and the Committee or the Association—a person appointed or employed by the Dispute Settlement Centre of Victoria	To be consistent with Model Rules.

Table of changes to Rules of Association U3A Yarra City 2026

New Clause Number	Updated clause	Old Clause number	Old Clause	Reason
73.3 and 73.4	Grievance Procedure Appointment of a mediator (3) Subject to subrule (4), the Committee may appoint any person as a mediator. 4 The Committee must not appoint a person as a mediator if the person— a. has a personal interest in the dispute; or b. is biased in favour of or against any party.	68.3	Grievance Procedure Appointment of a mediator 3 A mediator appointed by the Committee may be a member or former member of the Association but in any case, must not a person who- a. has a personal interest in the dispute; or b. is biased in favour of or against any party.	To be consistent with Model Rules

Table of changes to Rules of Association U3A Yarra City 2026

New Clause Number	Updated clause	Old Clause number	Old Clause	Reason
74 (3)	3)Any costs of mediation are to be paid— a. if an agreement as to costs is reached between the parties—in accordance with that agreement; or b. if there is no such agreement—by the Committee.	69 (3)	The mediator must document the outcomes	To be consistent with Model Rules.
78.	The Treasurer is responsible for receiving funds and paying funds into the appropriate bank account.		New clause	New clause to comply with the requirements of the Act.
79.	EFT transfers or cash payments made from the Association's funds must be authorised by two members of the Committee, an office holder and one other member.	73.	Cheques, EFT transfers or cash payments made from the Association's funds must be authorised by two members of the Committee, an office holder and one other member.	To update to current process.