

By-Laws of

Wildlife Rescue Incorporated

Issued in accordance with Clause 13 of the Constitution of Wildlife Rescue Inc.



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Objects of the Association

1. The objects of the Association are:
 - a) to rescue sick, injured or orphaned native wildlife unable to fend for itself and to transport rescued animals to a veterinary clinic, authorised carer or wildlife hospital in accordance with NSW National Parks and Wildlife Service policy; and
 - b) to conduct such activities as necessary or desirable in support of the above.
2. The assets and income of the Association shall be applied solely in furtherance of its above-mentioned objects and no portion shall be distributed directly or indirectly to the members of the Association except as bona fide compensation for services rendered or expenses incurred on behalf of the Association.

Membership

3. Membership of the Association is open to any person who:
 - a) is over the age of 18 years;
 - b) has no criminal convictions, including cruelty to animals; and
 - c) is willing to meet the minimum requirements for involvement in the activities of the Association.
4. An Honorary Life Membership may be bestowed on any member who has been nominated for such membership by a member and is accepted by a two-thirds majority of those present at an Annual General Meeting.

Membership Requirements

5. To ensure that all members contribute to the activities of the Association, members are required to fulfill a minimum level of commitment.
6. A member's minimum level of commitment is negotiable with the Committee, depending on individual circumstances.
7. Subject to any such negotiation, each member is required to:
 - a) attend the Association's office for phone duty on at least one shift (10 am to 4 pm) each month; and/or
 - b) be available for a minimum of 5 rescues per month; and/or
 - c) participate in at least one public relation, community education, fundraising or similar activity each three months.
8. Members may only rescue protected native animals on behalf of the Association if authorised to do so by the Committee.
9. Such authorisation shall only be given after consideration of the member's training and experience.
10. Members are to advise the Committee via the Secretary or Administration Officer of any changes to their contact details or availability.

Membership Fees

11. Membership attracts an annual membership fee which is set by the Committee.
12. Honorary Life Members are not required to pay an annual membership fee.
13. Where a number of members live at the same address, or where financial hardship can be demonstrated, the Committee may, at its discretion, reduce the membership fee for such member(s).

Association Meetings

14. Each year, the Association shall hold an Annual General Meeting and such Special General Meetings and Committee meetings, as required by the Constitution.
15. A member of the Association may attend, and take part in, any meeting of the Association.
16. Association meetings shall be conducted according to the Standing Orders as determined by the Committee.

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17. Only Committee members may vote on matters determined at a Committee meeting.
18. Minutes of Committee, Special General and Annual General meetings shall be made available, without cost, to all members of the Association as soon as practicable following their ratification.

Committee

19. As required by clause 14 of the Constitution, the affairs of the Association are to be controlled and managed by a Committee.
20. Any member may be elected to the Committee in accordance with clause 15 of the Constitution.
21. The Committee may appoint persons to non-Committee positions for the purpose of assisting in the administration of the Association.
22. Members may vote on:
 - a) the election of Committee Members;
 - b) motions to amend the Constitution;
 - c) motions to amend these By-Laws; and
 - d) any other motion put to an Annual General or Special General meeting of the Association.

Rules for Rescuers

23. Rescuers shall not take unacceptable safety risks when rescuing an animal.
24. Rescuers shall not participate in the rescue or relocation of snakes, goannas or bats without having undertaken an appropriate specialized handling course.
25. A rescuer shall not attempt to rescue or relocate bats/flying foxes unless the member has been appropriately vaccinated.

Veterinary Care

26. If a rescued animal is injured, or if there is any doubt as to its viability, then the animal shall be assessed by a veterinarian. wherever practicable. Euthanasia shall only be carried out as a last resort and if it is in the "best interests" of the animal.
27. If a rescuer takes an animal to a vet for treatment and a procedure beyond a simple consultation or euthanasia is required, Wildlife Rescue shall, with the approval of an office bearer of the Committee and following consultation with the vet, meet any costs necessary to bring the animal into care.

Finances

28. Expenses incurred by members on behalf of the Association without prior Committee approval will only be reimbursed at the Committee's discretion.
29. Travel expenses incurred by authorised rescuers using their own vehicle for a rescue shall be reimbursed at a rate 10¢ per kilometre actually travelled; such rate may be varied by the Committee.
30. Expenses incurred by members engaged in after-hours phone duty shall be reimbursed at a rate agreed by the member and the Committee.
31. Purchases up to \$100 may be made by Committee members without prior approval and may be reimbursed with the approval of the Committee.

Public Relations

32. When engaged in Association business, members are to be polite and courteous toward members of the public and behave in a professional manner at all times.
33. The Committee shall review and authorize the production and distribution of all promotional materials.
34. Committee members are authorized to write and distribute their own correspondence using the Association's letterhead and envelopes. Such correspondence shall be tabled at the next Committee meeting.
35. Committee members are authorized to speak to the media or write news articles on behalf of the Association.

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36. General members are authorized to discuss with the media and/or public only matters that are of a general nature.
37. The privacy of members is to be considered at all times. The names, addresses and contact details of members shall not be disclosed without the permission of the member concerned.
38. In all Wildlife Rescue matters, members shall abide by any WRI Code of Conduct and Ethics in existence at the time.

Cessation of Membership

39. A reminder that a member's annual membership fee is due shall be sent to the member via email or post at least 2 weeks prior to the due date.
40. If a member fails to pay the annual membership fee within 1 month after the due date, that person:
 - a) becomes ineligible to undertake any business on behalf of the Association;
 - b) is not covered by the Association's insurance; and
 - c) will be required to return all assets held on behalf of the Association.
41. If a member has still failed to pay the annual membership fee within 3 months after the fee is due, that person immediately ceases to be a member of the Association.
42. Members wishing to resign from the Association shall:
 - a) advise the Committee in writing;
 - b) remit their membership identification card; and
 - c) return all Association assets in their possession.

Dissolution of Association

43. In the event of the Association being dissolved, the amount that remains after such dissolution and the satisfaction of all debts and liabilities shall be transferred to another Association with similar purposes which is not carried on for the profit or gain of its individual members.
51. If the endorsement of the organisation as a deductible gift recipient is revoked, any surplus:
 - a) gifts of money or property for the principal purpose of the organisation;
 - b) contributions made in relation to an eligible fundraising event held for the principal purpose of the organisation; and
 - c) money received by the organisation because of such gifts and contributionsshall be transferred to another organisation to which income tax deductible gifts can be made.