

**CONSTITUTION OF
THE POLISH COMMUNITY COUNCIL OF AUSTRALIA Inc.**

Amended on 8.06.2002, 7.06.2003, 12.06.2004, 11.06.2005, 10.06.06, 9.06.2007, 6.06.09 and 12.06.10

Part I - Definitions of terms used in this Constitution:

The Congress of Delegates is the annual general meeting of the Council, as defined in Part VII.

The Special Congress of Delegates is the extraordinary general meeting of the Council, as defined in Part VIII.

The Executive is the Executive Committee of The Polish Community Council of Australia Inc. as defined in Part IX.

The Internal Audit Committee is as defined in Part XI.

The Arbitration Committee is as defined in Part XII.

Financial Year means the financial year as defined in Part XIV.

In this Constitution, words importing the singular include the plural and the masculine shall include the feminine and vice versa.

Part II - Name and Character.

- § 1 The name of the organisation shall be The Polish Community Council of Australia, hereinafter referred to as "The Council". The Polish name shall be "Rada Naczelna Polonii Australijskiej".
- § 2 The Council shall be a voluntary association of Polish community organisations in Australia, which uphold the values and principles of democracy, freedom, justice, and respect for human rights.
- § 3 The Council shall not in any way support or actively assist any political party.

Part III - Activities and Headquarters

- § 4 The activities of the Council shall extend throughout Australia.
- § 5 The headquarters of the Council shall be determined by the Congress of Delegates at the commencement of each Executive Committee's term of office.

Part IV - Aims and Objects of the Council

- § 6 The aims and objects of the Council shall be:
- (a) To represent the Polish community in Australia, defend its rights, promote its interests and provide support to Polish organisational activities within Australia.
 - (b) To liaise and co-operate with people, institutions and organisations in Poland.
 - (c) To promote Polish language, traditions and culture in Australia.
 - (d) To raise awareness of Poland, its culture, history and current position in Australian society by promoting Polish literature, music and all forms of the arts.
 - (e) To co-operate with organisations from outside the Polish community in Australia and abroad, whose character is consistent with the ideological principles of the Council.
 - (f) To promote loyalty to Australia within the Polish community.
 - (g) To encourage and assist Australians of Polish origin to actively participate in all spheres of Australian political and social life.
 - (h) To uphold Christian ethics and values in the Polish Australian community.
 - (i) To support Polish youth developmental and educational activities
 - (j) To act as a forum for the development of Polish community activities in Australia.

- (k) To raise funds and establish permanent funds and foundations, and to make gifts, donations and loans for any purpose that is consistent with the aims of the Council.
- (l) To invest any income not immediately required for fulfilling any of its objects.
- (m) To do all such other acts and things as may appear incidental or conducive to the attainment of the above objects.

Part V - Membership

§ 7 Qualification

- (a) Membership shall be open to all Polish and Polish Australian organisations from all States and Territories of Australia, whose aims and objects are consistent with the ideological principles of the Council.
- (b) To qualify for membership, an organisation must satisfy one of the following criteria:
 - (i) be a State or Territory Polish-Australian umbrella body comprising more than one organisation, representing a joint organisation constituency of no fewer than 50 individual members.
 - (ii) be an individual organisation of no fewer than 50 members (if the State or Territory has no umbrella organisation), or
 - (iii) be a financial member of the Council as at the date of adoption of this Constitution.
- (c) The Executive Committee may approve for membership an organisation not satisfying paragraph § 7(b) on the grounds that:
 - (i) the organisation is from a community in a remote and sparsely populated area, or
 - (ii) the organisation has a specific purpose and makes a significant contribution to the Polish Community

or

 - (iii) the organisation is a special organisation with branches in at least two States or Territories.

§ 8 Application

- (a) Applications for membership shall be made in writing to the Executive Committee, which has the power to accept or reject the application. Any decision of the Executive Committee must be presented for approval by the next Congress of Delegates of the Council.
- (b) An organisation applying for membership shall include with the application its Constitution, a copy of minutes from the meeting at which the motion for application was carried and a statement of the number of financial members, together with the prescribed membership fee. Should the applicant not be admitted to the Council the fee shall be refunded.
- (c) The Executive Committee shall notify the applicant organisation of its decision in relation to its membership application within 3 months from the date on which the application was received.
- (d) In the case of refusal of membership, the applicant organisation shall have the right of appeal at the next Congress of Delegates whose decision shall be final.

§ 9 Rights

- (a) Every newly admitted member organisation shall acquire full rights in the Council from the moment its application for membership is confirmed by the Congress of Delegates.
- (b) A member organisation retains the right to self-government in accordance with its Constitution, rules and regulations.
- (c) Member organisations shall have the right to:
 - (i) Send delegates to the Congress of Delegates, pursuant to Part VII, Part VIII and Part XII
 - (ii) Propose motions for consideration by the Congress of Delegates

§ 10 Obligations

Member organisations shall:

- (a) Co-operate in achieving the aims of the Council.
- (b) Comply with the Constitution of the Council.
- (c) Pay approved membership fees when due

§ 11 Membership Fees

Membership fees shall be decided and reviewed by the Congress of Delegates (pursuant to Part VII) and paid no later than eight weeks before the date of the Congress.

§ 12 Liability

The liability of a member organisation to contribute towards the payment of the debts and liabilities of the Council or the costs, charges and expenses of the winding up of the Council is limited to the amount, if any, unpaid by the member organisation in respect of membership of the Council.

§ 13 Resignation and Removal

- (a) A member organisation may resign from membership of the Council only after discharging its obligations to the Council. It must pass a valid resolution in accordance with its own rules and regulations and present a written notice of this resolution to the Secretary of the Council. The resignation takes effect from the date to which membership fees have been paid.
- (b) A member organisation may be removed from the Council only by way of the Congress of Delegates voting on a motion to this effect moved by the Executive Committee on the following grounds:
 - (i) For activities which are in conflict with the Constitution of the Council.
 - (ii) In the case of the actual dissolution of the organisation.
 - (iii) In the case of failure to pay membership fees to the Council for a period in excess of two years.
- (c) The Congress of Delegates shall not resolve to have an organisation removed from the roll of members according to § 13(b)(i) until the Arbitration Committee hears the charges. The Arbitration Committee shall present its findings to the Congress of Delegates.
- (d) The decision of the Congress of Delegates in matters covered by this section is final.

§ 14 Suspension

The Executive Committee may suspend a member organisation upon the advice of the Arbitration Committee that the activities of the member organisation are in breach of the Constitution of the Council, or are contrary to the interests of the Council. Member organisations can also be suspended by the Executive Committee of the Council acting of its own initiative or at the request of at least 3 member organisations. Such suspensions shall be, at most, until the next Congress.

Part VI - Authorities of the Council

§ 15 The Council shall have the following authorities:

- (a) The Congress of Delegates
- (b) The Executive Committee
- (c) The Internal Audit Committee
- (d) The Arbitration Committee

Part VII - Congress of Delegates

§ 16 The Congress of Delegates shall be the highest authority of the Council and it shall have the power to:

- (a) guide the activities of the Council;
- (b) examine the reports of the Executive Committee of the Council, specific Sub-Committees, Funds, Foundations and other bodies as well as the reports of the Internal Audit Committee;
- (c) to adopt the reports and conclusion of the Internal Audit Committee;

- (d) to elect the authorities of the Council (§ 15) and to remove any member of those Council authorities before the end of their term of office;
- (e) determine the Headquarters of the Council for its next term;
- (f) determine the policies relating to membership of the Council;
- (g) confirm the acceptance of new member organisations. All confirmations shall be dealt with before the motion to accept the agenda is carried;
- (h) establish guidelines for the activities of the Executive Committee;
- (i) approve budget estimates of the Council and determine the level of membership fees;
- (j) establish Funds and Foundations for the promotion of objects of the Council on the recommendation of the Executive Committee;
- (k) decide on all matters affecting the Council which are not reserved by other Council authorities;
- (l) adjudicate upon appeals from the decisions of the Executive Committee;
- (m) adjudicate upon appeals from the decisions of the Delegate Verification Committee.

§ 17 The Congress of Delegates shall consist of:

- (a) Delegates of member organisations to the extent of one delegate for every 50 current financial members or part thereof, provided that such part is not less than 20 members. Each member organisation shall have at least one delegate.
- (b) Members of the Executive Committee;
- (c) Members of the Internal Audit Committee and the Arbitration Committee.

§ 18 Proxies

A delegate may transfer his representation and voting rights to another delegate in writing on an official proxy form. The notice shall be lodged with the Executive Committee of the Council before the Congress is declared open. No delegate shall be entitled to hold more than 4 proxy votes in addition to his own vote.

§ 19 Date of Congress

The Congress of Delegates shall be convened once per year, between 1 April and 30 June.

§ 20 Convening of a Congress

The Executive Committee of the Council convenes the Congress by a notice in writing sent by post and/or electronic mail to the published, official postal address of the member organisations, and to the Internal Audit Committee and the Arbitration Committee. The notice shall include the time, date, location and proposed agenda of the Congress.

The notice and request for additional agenda items must be sent 12 weeks before the nominated date of the Congress. The Executive Committee must receive notices of motions not later than 8 weeks before the Congress. Such notices (save that they are of trivial or vexatious nature) will be included on the agenda, which shall be distributed to all member organisations not later than 3 weeks before the Congress.

§ 21 Quorum

The quorum of the Congress of Delegates shall be one third of the total number of member organisations subject to them representing at least 3 States or Territories, except where otherwise provided in this Constitution.

§ 22 Resolutions and Voting

- (a) Motions shall be carried at the Congress by a simple majority of votes except in cases when the Constitution provides otherwise.
- (b) If a vote is required, voting for the election of the Executive Committee shall be by secret

ballot. Voting for other authorities and on motions shall be by show of hands unless a secret ballot is requested by at least 20% of delegates present.

§ 23 The agenda of the Congress of Delegates shall include items listed in Appendix 1.

§ 24 Responsibilities of Congress Chairperson and Secretary

- (a) The Chairperson of the Congress of Delegates shall ensure that the motions moved at the Congress do not contradict this Constitution.
- (b) The Secretaries of the Congress shall prepare minutes of the proceedings, which after review and signing by the Chairperson shall be delivered to the Executive Committee which will forward them to the member organisations not later than 6 months after the Congress.

Part VIII - Special Congress of Delegates.

§ 25 A Special Congress of Delegates shall be convened by the Executive Committee of the Council either:

- (a) on its own initiative, giving reasons,
- (b) if at least one quarter of the member organisations lodge a demand that it be convened, giving reasons, or
- (c) on the request of the Internal Audit Committee, giving reasons.

§ 26 Date, Quorum and Special Provisions for a Special Congress of Delegates

- (a) The Special Congress of Delegates - convened in accordance with paragraph § 25 (b) and § 25 (c) - shall meet not later than 8 weeks from the date on which a demand in writing posted by certified and/or by electronic mail is received by the Executive Committee.
- (b) Should the Executive Committee decline to convene the Special Congress of the Delegates, or should it not send a notice convening the Congress within 5 weeks from the date of the notice of demand, then the right to convene the Special Congress passes to the organisations who demanded that the Congress be convened.
- (c) The provisions of this Constitution pertaining to procedures to convene and conduct the Congress of Delegates, except for § 19 and § 20, shall also apply to the Special Congress of the Delegates.
- (d) Only matters included in the agenda shall constitute the business of the Special Congress of the Delegates.
- (e) The quorum for a Special Congress of Delegates shall be as prescribed for the annual Congress of Delegates.
- (f) If the Special Congress of Delegates is called pursuant to § 25 (b) and attendance at such Congress is fewer than the number requesting it, then
 - (i) such Special Congress of Delegates will be null and void.
 - (ii) the cost of such Special Congress of Delegates shall be borne by the organisations that called the meeting.

Part IX - The Executive Committee of the Council

§ 27 Only persons who are directly or indirectly members of financial Member Organisations of the Council shall be eligible for election to the Executive Committee. The Executive Committee shall be elected for a term of office of two years and shall consist of:

- (a) The President and the Deputy President elected individually and no fewer than 7 and no more than 9 ordinary members, as may be decided at each Congress of Delegates. The Executive Committee shall elect the Secretary and the Treasurer, and such other Office Bearers from its own ranks, as the Executive may from time to time see fit. In order to secure a quorum (which is a simple majority) at the Executive Committee meetings, the President and such number of the Executive Committee members as required to secure such quorum shall reside within a reasonable distance of the Headquarters of the Council. In the event of physical absence at a

meeting of the Executive Committee Members, a quorum may be established by a telephone link.

- (b) The representative of the Polish Clergy nominated by the Rector of the Polish Catholic Mission in Australia with full voting rights.
- (c) The delegate of the Educational Commission of the Polish Community in Australia, with full voting rights.
- (d) The Executive Committee may assign areas of responsibility to its members as it thinks fit and this may be rearranged according to circumstances and need. Should the President be unable to perform his duties of office, then the Deputy President shall automatically become the Acting President until the Congress of Delegates is convened. An acting Deputy President shall be chosen by the Executive Committee from among its members.
- (e) Should a member of the Executive Committee cease to be a financial member of an organisation as prescribed in Part IX § 27 he will automatically be suspended from membership of the Executive Committee. The suspended member shall be given four weeks during which he may appeal to the Arbitration Committee for determination as to his ability to continue serving on the Executive Committee. Failure to avail himself of the opportunity to appeal in the prescribed time will result in termination of his membership of the Executive Committee.

§ 28 The maximum number of terms that may be served consecutively by the President shall be limited to 3. After one term out of office the retired President may again nominate for the post of the President

§ 29 The Executive Committee shall meet at least once a month physically or otherwise and the meeting shall not be valid unless a simple majority of the Executive Committee is present. Motions shall be carried by a simple majority of votes. In the event of tied voting, the President or acting chairperson shall cast the deciding vote.

§ 30 The Executive Committee shall have the power to:

- (a) Direct the activities of the Council.
- (b) Appoint permanent or temporary sub-committees and other such bodies that assist in achieving the aims of the Council. Unless otherwise empowered by the Congress of Delegates such sub-committees, may be appointed for a term not longer than the term of office of the Executive Committee.
- (c) Admit and suspend member organisations as prescribed by the Constitution.
- (d) Remove any member of the Executive Committee by 2/3 majority vote of the Executive Committee if he fails to perform allocated duties, if he is declared bankrupt, or fails to attend three consecutive Executive Committee meetings without providing an explanation, or is convicted of a criminal offence. Such Executive Committee member shall be given sufficient notice of time and place of the meeting where the vote for his removal will be taken. A removed member of the Executive Committee shall have the right to appeal to the Arbitration Committee whose adjudication shall be final. Members of the Executive Committee residing in places other than the city where the headquarters of the Committee is located are automatically excused from attending, in person, the Executive Committee meetings.
- (e) Fill, by a majority vote of its members, a casual vacancy in the office of a member of the Executive Committee, provided that the number of co-opted members does not exceed four.
- (f) Pass by resolution and publish such By-laws and Regulations as it deems expedient to the carrying out of the objects of the Council. Such By-laws may only be repealed by the decision of the Executive Committee or a resolution of a Congress of the Delegates. Such By-laws shall be binding on all members of the Council unless and until they are repealed.
- (g) No By-laws shall be passed which are in conflict with this Constitution.

Part X – Office Bearers of the Executive Committee

§ 31 The President

- (a) The President - or in his absence the Deputy President - is the official spokesperson of the Council. No other member of the Executive Committee or the Council shall make public statements on behalf of the Council, unless specifically authorised by the President.
- (b) The President may, but need not, chair the Congress of Delegates.
- (c) The President co-ordinates and supervises the activities of the Council.
- (d) The President (or in his absence the Deputy President) shall call all Executive Committee meetings
- (e) The President may call special meetings of the Executive Committee of his own accord, at the request of the Internal Auditing Committee or at the request of at least 4 members of the Executive Committee. Parties requesting such a meeting shall state their reason for the meeting. Such meetings shall be called as soon as practicable, but not later than 7 days after receiving such a request.
- (f) The President and Secretary sign the minutes of the Executive Committee meetings as being a true and accurate record of the Executive Committee's decisions.

§ 32 The Secretary

- (a) Takes and maintains minutes of all Executive Committee meetings.
- (b) Maintains an accurate and up to date membership register.
- (c) Attends to the ordinary administrative decisions of the Council, but shall not make decisions committing the Council in any way.
- (d) Attends to the correspondence of the Council under the direction of the Executive Committee whose decision shall be carried out at all times.
- (e) Maintains the Council's records in a proper and orderly manner and makes them available at reasonable times for inspection by the Auditor, Internal Audit Committee and members of the Executive Committee.
- (f) Except when otherwise decided by the Executive Committee for the time being, the Secretary shall keep in his custody or under his control all books, documents and securities of the Council. All such materials shall be made available for inspection by duly appointed representatives of member organisations during the Congress of Delegates.

§ 33 The Treasurer

- (a) Maintains the Council's accounts.
- (b) Presents a financial statement at every meeting of the Executive Committee.
- (c) Makes all books available for inspection as and when directed by the Executive Committee to any persons authorised by the Executive Committee.
- (d) Issues receipts and banks all income received on behalf of the Council.
- (e) Makes payments by cheque of the Council's expenditures and debts, after the payments have been authorised by the Executive Committee.
- (f) Makes all financial records available to the Council's Auditors.

§ 34 Public Officer

- (a) The Executive Committee shall appoint a person resident in the Australian Capital Territory to be the Public Officer of the Council. If that office becomes vacant at any time, a replacement must be appointed within 14 days to fill the vacancy.
- (b) The Public Officer's duties shall be to fulfil all statutory obligations as detailed by the Associations Incorporation Act 1991 of the Australian Capital Territory (as amended or replaced from time to time).

Part XI - Internal Audit Committee

- § 35 The Internal Audit Committee shall consist of a Chairperson, Deputy Chairperson 2 Members and one substitute Member and is elected by the Congress of Delegates for a term of office of 2 years. At least two members of the Internal Audit Committee must reside at the same location (city) as the Executive Committee. Should the Chairperson be unable to discharge his duties, due to any reason whatsoever, these duties shall be carried out by the Deputy Chairperson
- § 36 The Internal Audit Committee shall:
- (a) Audit and check the financial affairs and statements of the Executive Committee
 - (b) Present reports on the Executive Committee's financial management.
 - (c) Propose the motion to accept the financial statements of the outgoing Executive Committee.
 - (d) Conduct audits of funds, foundations and other financial bodies under the control of the Executive Committee.
 - (e) Assess the purposefulness of financial transactions of the Executive Committee and present their findings to the Congress of Delegates.
 - (f) The audit report must bear signatures of at least two members of the Internal Audit Committee.

Part XII - Arbitration Committee

- § 37 The Arbitration Committee shall consist of a Chairperson, Deputy Chairperson, 3 Members and 2 Substitute Members, elected by the Congress of Delegates for a term of office of 2 years. Should the Chairperson be unable to discharge his duties, due to any reason whatsoever, these duties shall be carried out by the Deputy Chairperson. The Arbitration Committee shall inform the Executive Committee of all matters with which it deals.
- § 38 The Arbitration Committee shall have the power to:
- (a) Report, when directed to do so by the Executive Committee, on the activities of member organisations, which appear to be in conflict with the Council's Constitution.
 - (b) Arbitrate in disputes between member organisations when requested through the Executive Committee by either disputing party.
 - (c) Arbitrate in disputes between the Executive Committee and Member Organisations, Commissions, Sub-Committees and other bodies appointed either by the Congress of Delegates or the Executive Committee when requested by either party.
 - (d) Should a dispute arise over the interpretation of this Constitution or other Rules and By-laws, such dispute shall be referred to the Arbitration Committee and the interpretation of the Arbitration Committee shall be final and binding.

Part XIII - Delegate Verification Committee

- § 39 The Delegate Verification Committee shall consist of:
- (a) the Treasurer of the Council, as chair
 - (b) two members of the Internal Audit Committee, who are chosen by the members of the Internal Audit Committee.
- § 40 The Delegate Verification Committee shall verify the credentials of delegates before a Congress of Delegates is declared open.
- § 41 The elements of the verification of delegates shall include:
- (i) receipt of a letter, signed by two office bearers of the member organisation, certifying the number of financial members of that organisation; and
 - (ii) payment of the required membership fees,
- both provided no later than eight weeks before the Congress of Delegates.
- § 42 Persons rejected as delegates by the Delegate Verification Committee may appeal to the Congress

of Delegates against the decision of the Committee, and the decision of the Congress of Delegates shall be final.

Part XIV - Funds & Assets

§ 43 - The Assets of the Council shall consist of:

- (a) Monies and other real property held by the Council and by permanent or temporary sub-committees and other bodies appointed by the Executive Committee of the Council.
- (b) Specific Foundations and Funds established by the Congress of Delegates
- (c) Assets, both tangible and intangible, acquired by the Executive Committee in the course of the execution of its duties.

§ 44 The assets described in § 43 (a) and § 43 (c) shall be administered by the Executive Committee. All monies shall be deposited in a bank account opened in the name of the Executive Committee of the Council. All cheques, draft bills of exchange, promissory notes, credit cards and other negotiable instruments must be signed by any two authorised members of the Executive Committee.

§ 45 Assets described in paragraph § 43 (b) shall be administered according to special rules and regulations pertaining to the particular Funds and Foundations as determined by the Congress of Delegates.

§ 46 For the purpose of this Constitution, "Financial Year" means the year commencing on 1st April of a calendar year and ending on 31st March of the following year. After the financial records are closed for the Financial Year, the Executive Committee shall not commit any funds and assets of the Council save those funds necessary for day to day running of the Council.

§ 47 The Executive Committee may establish a petty cash account to a value decided by the Executive Committee. Such an account requires the signature of any two authorised members of the Executive Committee.

Part XV - Common Seal

§ 48 The Common Seal of the Council shall:

- (a) be kept by the Secretary or other such person authorised by the Executive Committee.
- (b) not be affixed to any instrument except by authority of a resolution of the Executive Committee and in the presence of the President and the Secretary or such other person or persons as the Executive may for that purpose appoint.

§ 49 The person or persons in whose presence the common seal of the Council is affixed to any document shall personally sign such document.

Part XVI - Indemnity

§ 50 Every member of the Executive Committee or any person authorised by the Executive Committee to act on behalf of the Council in accordance with the Constitution shall be indemnified out of the funds of the Council against any liability incurred by such person in the course of their duties as a representative of the Council, including the defence of any civil or criminal proceedings.

Part XVII - Amendments to this Constitution and Winding Up of the Council

§ 51 This Constitution may be amended by resolution of the Congress of Delegates provided that:

- (a) a Special Congress of Delegates is called for the purpose of considering proposed amendments as set out in the notice convening the Congress;
- (b) two thirds of member organisations by number are represented at the Congress; and
- (c) said resolution is passed by a majority consisting of 75% (3/4) of the total number of votes of members present and voting.

§ 52 By-laws described in Part IX may be amended, repealed or added to by simple majority of the total number of votes of members present and voting at any Congress of Delegates at which notice of

such resolution has been given in accordance with this Constitution.

- § 53 All amendments shall be made in accordance with any applicable parts of the Associations Incorporations Act of the ACT, 1991 (as amended or replaced from time to time).
- § 54 A resolution to dissolve the Council shall be valid if passed by the majority of 75% (3/4) of the total number of votes held by members of the Council with 75% (3/4) of member organisations by number being present and voting.
- § 55 If upon the dissolution of the Council there remains, after the satisfaction of all debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Council but shall be given or transferred to some other institution or institutions having objects similar to the objects of this Council which is eligible for tax deductibility of donations under subdivision 30 -B of the Income Tax Assessment Act 1997 (as amended or replaced from time to time), and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed by the Council under or by virtue of class 3 thereof, such institution or institutions to be determined by the members of the Council at or before the time of dissolution or in default thereof by the Supreme Court of the Australian Capital Territory, and if and so far as effect cannot be given the aforesaid provision then to some charitable object.
- § 56 The resolutions relating to matters in this Part shall only take effect if the notice of intention to amend the Constitution or to dissolve the Council is included in the notice of convening the Congress of Delegates.

This is the Constitution of the Polish Community Council of Australia, formerly known as the Polish Community Council of Australia and New Zealand, Federal Council of Polish Organisations in Australia Inc. and as the Polish Community Council of Australia Inc. as adopted unanimously by the Congress of Delegates held in Adelaide on the 12th day of June, 2004 and it supersedes the Constitution registered under those names in the Australian Capital Territory.

Appendix 1 – Standard Agenda of the Congress of Delegates

1. Opening and determination of the validity of the Congress
2. Election of a Chairperson, two Assessors and two Secretaries.
3. Confirmation of new member organisations.
4. Acceptance of Delegate Verification Committee's Report
5. Presentation and acceptance of the agenda
6. Presentation and acceptance of minutes from the previous Congress or Special Congress.
7. Presentation of the Annual Report by the President
8. Presentation of annual financial report by the Treasurer
9. Presentation of Sub-Committee's annual reports.
10. Arbitration Committee' Report
11. Presentation and Acceptance of Internal Audit Committee's and Auditor's Report
12. Discussion of reports
13. Every second year, if the Council's Authorities are absolved, the election of new Authorities of the Council as per § 15, § 27, § 35, § 37.
14. Presentation and discussion of a proposed budget for a new financial year.
15. Appointment of Auditor for next financial year.
16. Discussion and consideration of any motion of which prior notice has been given, in accordance with this Constitution.
17. Determination of the location of the Council headquarters
18. Determination of the place of the next Congress.
19. Any other business
20. Closing