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We are grateful to Eon French for compiling the 1980 Index to the *Journal* and *Bulletin* enclosed in this issue. Supplement to National Parks Journal, February 1981.

NATIONAL PARKS ASSOCIATION OF N.S.W.

STATE COUNCIL

Statement of Receipts and Payments 1st January to 31st March 1982

RECEIPTS

Capitation Fees	\$ 1004
Journal Fees	4016
Advertising	1605
Sales	50
Donations - General	26
Rainforest	694
Legal Action	2993
Grant - Dept. Planning	7500
Refund - Mining Lease Objections	40
Loan Repayment - F.N.C.	400
Publication Sales	25
Resales	193
Transfers - NSW Building Society	3000
United Permanent	2500
	<hr/>
	\$24046

PAYMENTS

Contract	Ex.Sec.	\$ 5250	
	Asst.Sec.	3000	
Ex.Sec.	Travel	361	
Ex.Sec.	Car Expenses	<u>68</u>	\$ 8679
Journal	Printing	2740	
	Typesetting	808	
	Enveloping	336	
	Postage	1527	
	Artwork	560	
	Plates	1329	
	Inserts	455	
	Delivery	<u>24</u>	7779
Office	Rent	372	
	Telephone	328	
	Stationery	85	
	Electricity	14	
	Printing	127	
	Photocopying	535	
	Postage	240	
	Publications	179	
	Typewriter Repairs	35	
	Sect.Assistance	420	
	General	41	2376

BALANCES 31st March 1982

State Council Bank Account	\$ 1645
Office Account	600
Publications Account	2089
NSW Building Society	64
United Permanent B.Soc.	31
" " " Extra	
Interest A/c	10000
	<hr/>
	\$14429

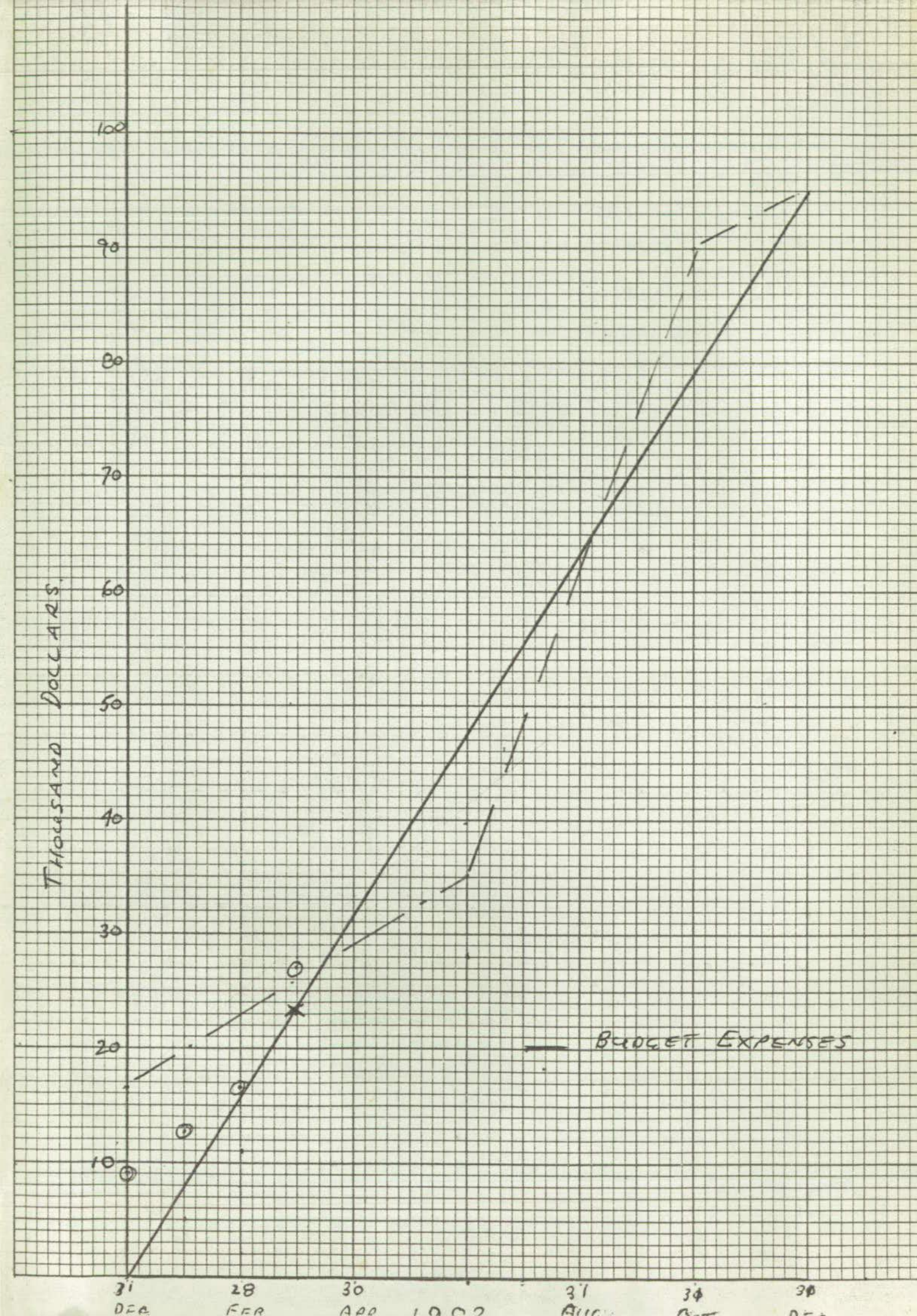
State Council	Travel	453	
	Printing	359	
	IUCN (Balance	50	
Fire Insurance		129	
Theft Insurance		116	
Public Risk		30	
Workers Compensation		75	
Capitation Refund		255	
Membership Expenses		20	
Bushfire	"	20	
Reserves	"	22	
Sandmining	"	64	
Rainforest	"	15	
Legal Action	"	193	
General	"	160	1961
Books for Resale			155
New Typewriter			1260
Photo Exhibition			1173

\$23383

SUMMARY OF RAINFOREST ADVERTISEMENT 3rd August 1981

Cost	\$3777	Subscriptions	\$1044
		Donations	1376
		Balance	1357
	<u>\$3777</u>		<u>\$3777</u>

87 New Members
198 Letters to Premier



Specimen Standing Orders

STANDING ORDERS FOR THE CONDUCT OF MEETINGS OF

1. The order of business for monthly meetings of the shall be as laid down in resolutions of the
2. The only permissible discussion on the motion for the confirmation of the minutes shall be as to the accuracy of the record. Objections on this score must be moved, seconded and voted upon.
3. Any substantive motion that is before the meeting shall be disposed of before a further substantive motion is moved, but the following formal motions may be moved, received and put to the meeting.
 - i. For permission to withdraw a motion or amendment.
 - ii. That the question be now put.
 - iii. To proceed to the next business.
 - iv. To defer considerations for a stated time (adjournment of debate).
 - v. To amend.
 - vi. To refer.
 - vii. To discuss the action of a member who has been named by the chairman.
 - viii. To extend the time limit.
 - ix. That the motion or communication lie on the table.
 - x. To go into committee of the whole.

Motions (i) to (iii) shall have precedence in the order given and there shall be no debate on motions (ii) and (iii).

4. Amendments
 - (a) One amendment only shall be considered at a time.
 - (b) One person shall move one and only one amendment but may speak to all other amendments.
 - (c) The mover of an amendment has no right of reply.
 - (d) The mover of the original motion shall exercise the right at the end of the debate on the first amendment, and may not move an amendment but may speak to all amendments.
 - (e) Amendments shall be taken in the order in which they affect the terms of the motion.
 - (f) No amendment shall be allowed with regard to those parts of the motion which have already been determined.

5. An amendment must be relevant to the substantive motion. It may not be a simple negation of the motion and if its effect is to negate the motion it must include a reasoned alternative course of conduct.
6. Before any resolution is put to the meeting the chairman may require that it be committed to writing and handed to him.
7. (a) The chairman shall have the power to refuse the closure motion ("that the question be now put").
(b) It shall not be permissible for anyone who has spoken in any debate to move the closure of such debate.
(c) If the closure motion is carried, the mover of the original motion shall have the right of reply before the question is put.
8. It shall be the duty of the chairman to preserve order so that the business may be conducted in due form and with propriety. He shall have the right of debating on any question under discussion, but must first leave the chair and not resume it until the question has been resolved.
9. It shall be the duty of the chairman to call to order a speaker who violates any rule of debate and the privilege of any member to raise a point of order.
10. When more than one member rises at the same time to speak, the chairman shall decide who shall be heard.
11. The chairman may call the attention of a meeting to continued irrelevance or tedious repetition on the part of a member; and may, with the approval of the meeting, direct such member to discontinue his speech. The question of whether a member shall discontinue his speech shall be decided without debate.
12. Any member may rise to a point of order against a speaker during debate and the speaker against whom the point is raised, shall cease speaking and sit down. The member raising the point of order shall state his reason within one minute, then the chairman, without further discussion, shall give his ruling and, subject to such ruling, the speaker shall be allowed to proceed. The chairman's ruling shall be final unless challenged by a motion of dissent.
13. A member dissatisfied with the chairman's ruling may move a motion of dissent in the following terms: "That the chairman's ruling be dissented from". The chairman shall then vacate the chair and call upon a deputy to take the chair. When the mover and the chairman (in that order) shall have stated their cases, the acting chairman shall put to the vote the question "That the chairman's ruling be upheld".
14. Debates on motions shall not exceed thirty minutes and speeches shall not exceed five minutes, except by express permission of the meeting (*vide* 3).
15. A motion of a negative character, the carrying of which would not alter the status quo, shall yield place to a relevant motion purporting to take positive action.
16. When a member speaks, he shall stand, address the chair and confine himself to the question under consideration, avoiding personalities and unbecoming language.
17. A member, when speaking, shall not be interrupted except by the chairman, or by a member raising a point of order, and then only for:
 - (a) A breach of standing orders (*vide* 9).
 - (b) Irrelevance or repetitions (*vide* 11).
 - (c) Impropriety (*vide* 16).
 - (d) Exceeding the time limit (*vide* 14).

Explanations may be allowed when the member speaking has finished, but only to explain an actual misunderstanding or misstatement, and the member shall be prohibited from debating the merits of any proposal in the course of such explanation.

18. A member shall have the right to speak once only on any motion with the exception of the mover, who shall have the right to reply, when however he shall not introduce any new matter.
19. A member moving a resolution, or any amendment thereto, pro forma, shall be held to have spoken to the question.
20. A motion or amendment having been submitted to a meeting may not be withdrawn without the consent of the meeting.
21. Voting on any question, unless a prescribed majority is required, shall be decided on the voices unless a show of hands is called for within a reasonable time of the chairman's declaration. A motion shall be declared lost if it is not supported by a majority of members voting. The chairman shall exercise no vote.
22. Upon the request of not less than five members, a division shall be taken upon any question. Upon a division being taken, the names of those voting shall be recorded in the minutes.
23. A member requesting information or wishing to ask a question at a meeting shall do so through the chairman.
24. (a) Notice in writing must be given to the secretary of intention to move for rescission of any resolution of the Such notice shall be given at least two weeks before the meeting at which it is to be dealt with and must appear on the business paper for that meeting.
(b) Either three calendar months must have elapsed or a two thirds majority of those members present and entitled to vote must be in favour of resubmission of any business that has already been decided by the
25. The operation of Standing Order No. 1 may be suspended for a specified time for a specified purpose upon the carrying of motion without notice by a two thirds majority. The operation of Standing Order No. 1 shall not be suspended more than twice at a meeting.
26. Provided that no speaker is on his feet and addressing the chair, it shall be competent for any member to move or second that the meeting be adjourned to a specified time and place. Such a motion may be treated as an ordinary motion except that:—
 - (i) It may interrupt a debate.
 - (ii) The mover shall have no right of reply.
27. Times of meetings shall be as specified in Policy Resolutions of
28. In the case of disorder arising, the chairman shall have power to adjourn the meeting to a time he shall fix and his leaving the chair terminates the business.
29. (a) Motions of which notice has been given shall be dealt with in the order in which they are received by a secretary.
(b) All notices of motion must be in writing and must be given at a meeting previous to the one at which they are to be dealt with, except motions of rescission.
30. The quorum for meetings of the shall be 10 members. Should a quorum not be present within 15 minutes of the time for which a meeting was called, the meeting shall stand adjourned to the same time and place seven days later, when the meeting may proceed, even if no quorum be present.
31. These standing orders may be amended only by a resolution of the of which notice has been given in accordance with Order No. 24. Any such notice of motion shall be placed by the secretary on the business paper of the meeting. Any such resolution must be carried by a two thirds majority of the members present and eligible to vote.