

## BBIP AGM 2026: Proposed Amendment to Constitution

### Explanatory information - Proposed Amendment 1

Under the [Associations Incorporation Act 2015](#) (WA), incorporated associations are required to hold their AGM within 6 months of the end of their financial year (BBIP's financial year is 1 November to 31 October). Currently the Constitution stipulates the AGM must be held by 30 November. This is a very short time frame, so the proposal is to amend the timing of the AGM to the period 1 December to 28 February.

**The BBIP Board has voted in favour of Proposed amendment 1 below. Members are invited to vote on adopting the proposed amendment.**

### Current Constitution

**9(a) The Annual General Meeting shall be held each year during the month of November. The date shall be determined and published not later than November 15 in any year and members invited to submit items for the agenda. A minimum of seven (7) days' notice shall be given to members of the date, place, time and agenda. Only financial members shall vote, and arrangements shall be made for members to pay subscriptions at the entrance to the meeting where membership status shall be checked.**

### Proposed amendment 1

**9 (a) The Annual General Meeting shall be held each year between 1 December and 28 February. The date shall be determined and published no later than 4 weeks beforehand and members invited to submit items for the agenda. A minimum of fourteen (14) days' notice shall be given to members of the date, place, time, agenda and method of registration for the AGM including membership subscription. Only financial members shall vote.**

### Explanatory information - Proposed Amendment 2

Under rule changes to the [Associations Incorporation Act 2015](#) (WA), BBIP is now classified as a Tier 1 association, i.e. one with revenue of below \$250,000pa. Tier 1 associations (unlike larger Tier 2 or 3 associations), are no longer required to perform an annual audit of accounts unless this is either specified in the Constitution or specially requested. Full financial records must, of course, still be provided to members. Currently the BBIP Constitution stipulates that an auditor is to be appointed each year (pages 6 and 7 of the BBIP Constitution). Given the cost of auditing, the proposal is to remove the requirement for appointment of an auditor. Any member is still able to request an audit of the accounts.

**The BBIP Board has voted in favour of Proposed amendment 2 below. Members are invited to vote on adopting the proposed amendment.**

### Current Constitution

**9(a)(v) Appointment of an Auditor who shall not be a member of the Board.**

### Proposed Amendment 2

**9(a) Delete (v) Appointment of an Auditor who shall not be a member of the Board.**

Relevant sections of the current BBIP Constitution are highlighted below.

## 9. MEETINGS

### (a) ANNUAL GENERAL MEETING

The Annual General Meeting shall be held each year during the month of November. The date shall be determined and published not later than November 15 in any year and members invited to submit items for the agenda. A minimum of seven (7) days' notice shall be given to members of the date, place, time and agenda. Only financial members shall vote and arrangements shall be made for members to pay subscriptions at the entrance to the meeting where membership status shall be checked.

The business of the Annual General Meeting shall be:

- (i) Consideration of reports by the President, the Secretary and Treasurer and adoption, modification or rejection of such reports and recommendations arising from them;
- (ii) Amendments to the Constitution;
- (iii) Other business submitted by the Board or by members of which notice has been given in writing and which has been placed on the agenda;
- (iv) Election of Board;
- ~~(v) Appointment of an Auditor who shall not be a member of the Board;~~
- (v) Any other business arising at the meeting, but any resolution arising from such business shall be considered, if passed, as a recommendation to the Board only.

The quorum for the Annual General Meeting shall consist of twenty 20 percent of the financial members as of that date.

Decisions shall be made by a simple majority vote, except for amendments to the Constitution, which shall require a three-fourths majority of those present in favour.