

1. Membership of Roma U3A will be open to people of any age, with the emphasis being on the needs and interests of the third age people.
2. Membership Fees for Roma U3A will be \$35.00 per year, due on 1st January.
3. A Membership Form will be completed by each new member.
4. Each Member will renew their membership by payment of each year's membership. If payment is not received by the date of the AGM the member is deemed unfinancial and therefore not a current member.
5. Only financial members of U3A are entitled to attend Courses. Proof of membership may be sought by Tutors.
6. Tutors can be Members or Honorary Members of Roma U3A as well as non-members.

Member or Honorary Member Tutors may not make any personal profit from their classes, but may charge a small fee from students to cover costs. All costs to the student should be listed and there should be no extra or hidden charges.

7. Members are not to make personal profit from Roma U3A activities.
8. In the case of an injury, accident or emergency, Phone 000 and follow Ambulance instructions. If the incident were to occur in the Senior Citizens Hall details of the location and First Aid response actions are posted in the Kitchen along with a Defibrillator Device.
9. All accidents and/or incidents must be recorded on the Roma U3A Inc Accident/Incident Report Form and forwarded to the President, Vice President, Tutor Coordinator or Secretary. Were an incident to happen in the Senior Citizens Hall the Committee is to advise Maranoa Regional Council of an incident at these premises within 24 hours, as required by Management Lease Agreement.
10. The Management Committee will consist of at least:
 - a. President
 - b. Vice President
 - c. Secretary
 - d. Treasurer
 - e. Tutor Coordinator
 - f. **REMOVED**
11. Spokesperson for the organisation will be the President, unless another person has been authorised.

12. Roma U3A Inc Committee will, following each AGM, undertake reporting to the Australian Charities Not-For-Profits Commission. Also, will ensure any ABN details are updated as required.
13. Roma U3A Inc will maintain a Post Office Box at Roma.
14. Roma U3A Inc will hold a Bank Account at a nominated bank with a branch in Roma.
15. Roma U3A Management Committee will maintain a Privacy Policy as adopted at the General Meeting.
16. Roma U3A Inc will remain a member of the U3A Qld Network. This provides Insurance cover for all members, up to 90 years of age exists as per Insurer:
 - (a) Public & Products Liability cover to \$20 million
 - (b) Members and Voluntary Workers – Personal Accident/Illness
(Note:- Age limit up to 90 years exists per Insurer)
 - (c) Association Liability (Management/Committee indemnity)
17. There will be one Social gathering each term. This activity may include the Orientation for that Term.
18. Roma U3A Inc will work in co-operation with existing organisations in Roma to prevent duplication.
19. The Management Committee sees the need for additional members to reduce the workload of existing members and will increase committee membership as required.

We certify that this is a true copy of these Amended By-Laws passed at a General Meeting of Members held on Tuesday 28 April 2026.

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