Australian Women's Motorsport Network Inc

- Statement of Objectives
- Procedure Manual
- Code of Conduct
- Rules of the Organisation

Last updated 3rd FEBRUARY 2007

AWMN Mission Statement

The mission of the Australian Women's Motorsport Network Inc is to promote the role of women in motorsports and the automotive industry by providing leadership, representation and the promotion of women in these areas to government, industry and the media

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INTRODUCTION

The Australian Women's Motorsport Network Inc came into being in March 2001, as a real need was seen by the AWMN's founders, Sue Corbett and Leonie Maher, to support grass roots female enthusiasts, motorsport competitors and volunteers, as well as women who work, or would like to work, in the automotive industry.

More and more women are standing up to be counted ... they want to be recognised and respected for their interests, skills and knowledge.

Over the past four years, Sue and Leonie have spread the word about the AWMN by attending as many shows and events as possible, by having a website presence, through media releases, mailouts, forums, emails, hands-on and formal mentoring workshops.

Early in 2002, the AWMN was offered a unique opportunity … a chance to put a team together to compete in a global all-terrain event called the Full Metal Challenge (shown on Discovery Channel early 2003). Our team 'Flamin' Aussies' (Melissa Thompson, Jane Casos and Rebecca Andersen) was chosen as the only team from Australia and the only all-female team to compete. The Deflector, the Flamin' Aussies vehicle, had to be constructed in 30 days, and then the car and team were flown to the UK to compete against teams from around the world. The Flamin' Aussies won their Heat and just missed out on the Finals.

During the 2002 period, a successful funding application was submitted to the Commonwealth Office of the Status of Women, for the AWMN to run a pilot Mentoring Program, further increasing awareness and credibility for the AWMN.

AIMS & OBJECTIVES

The mission of the AWMN is to promote the role of women in motorsports and the automotive industry, by providing leadership, representation and the promotion of women in these areas to government, industry and the media.

The main objectives of the AWMN are:

- help increase the power and respect of the many talented and determined women who are already involved;
- encourage more women to become involved in whatever aspect of motorsports or the automotive industry they are interested in;
- unite for mutual benefit;
- promote cooperation, networking and fellowship;
- promote education and contribute to the betterment of the motorsport and automotive industries;
- encourage women to pursue and establish careers in motorsport and automotive industries;
- provide opportunities for advancement in automotive and motorsport fields.

FUND RAISING

Monies raised will be deposited into nominated AWMN accounts for the benefit of AWMN members and in accordance with the Department of Games & Racing regulations.

IDENTITY

The original AWMN logo.

Logo #2...
both represent the AWMN

The logo may be used on AWMN invitations, newsletter/magazines, programs, certificates and promotional merchandise provided approval has first been obtained from the National Office.

COPYRIGHT

The name and logo are copyrighted and must not be altered or used except by AWMN members. They must not be used for any individual gain or profit or put to any commercial use by an individual member.

MEDIA

The AWMN has developed a good relationship with Australian national motorsport magazines and the media in general, since its beginnings in March 2001. To protect and preserve this relationship, dealings with the media must be co-ordinated through the National Directors.

In order to ensure all information presented to the media is in the best interests of the AWMN and its members, a copy must be mailed, faxed or emailed to the Directors for final approval.

SPONSORSHIP

Approaching major companies for sponsorship for any AWMN related events, must be done in conjunction with the National Directors. This is necessary in order to avoid the embarrassment of having several people making similar approaches to the same company, as this would be detrimental to all concerned.

It must be remembered that all agreements bind the AWMN legally and that the National Directors bear this liability.

RESOURCE LIBRARY

In the future it is intended that the AWMN will have a number of resources available for members use eg. reports, articles, statistics, videos etc.

This information will be available to all AWMN members at a minimal charge to cover costs of extraction, printing, electronic transfer or mail.

NATIONAL PROJECTS

Redline Mentoring will be contracted by the AWMN to promote and market the AWMN and associated projects.

AWMN MERCHANDISE

AWMN merchandise will be available through the AWMN newsletter for members, when available.

Other merchandise, to be developed, will be available through the AWMN website.

MEMBERSHIP

Eligibility

Membership is open to any woman or man involved in any type of motorsports and/or the automotive industry, including but not limited to:

* grass roots enthusiasts
* apprentices
* students
* tradespeople
* promoters
* crew members
* competitors
* volunteers
* managers
* academics of automotive related courses
* automotive and motorsport associations
* industry service providers (eg lawyers, accountants etc)

Benefits

* access to policy manuals
* subscription to the quarterly AWMN Newsletter "Girl Torque"
* Promotional opportunities
* Networking opportunities
* Mentoring opportunities
* Member rates on merchandise
* Member rates for mentoring participation
* Recognition by peers
* members will have the opportunity to benefit from the AWMN's Members' Help Fund on application

MEMBERSHIP FEE STRUCTURES

Individual	$30
Corporate/Group/Club	$95
Junior (to 16 years)	$15
Individual - Lifetime	$450
Corporate - Lifetime	$1425
Honorary - Lifetime	$nil

Individual Membership

Full membership entitles the individual to:

- a membership certificate
- free advertising in our newsletter with free advertising on the website forum and in AWMN mailouts
- notification of all AWMN activities
- members rates for mentoring programs and other AWMN activities
- members rates for Awards nights
- members rates for merchandise
- Listing in national AWMN membership directory
- promotional opportunities
- financial assistance on application

Corporate/Group/Club

Corporate/Group/Club membership is open to companies, businesses, groups and clubs involved in or related to motorsports and the automotive industry, and those who wish to show their support for women in these alternative fields.

Corporate/Group/Club membership is deemed to include all branches in cities across Australia. The corporation/group/club shall nominate one member who shall have the authority to act as the first point of contact in each state with representation.

Honorary

Any member can nominate an individual for Honorary membership at anytime. The bestowal of such membership falls within the discretion of the National Directors and committee.

Honorary membership may be awarded to any individual who has rendered outstanding service to the AWMN, motorsport or the automotive industry in general.

Sue Corbett and Leonie Maher, as co-founders and National Directors, are deemed to be Honorary Lifetime members, and the office cannot be challenged.

Renewal of Membership Fees

Renewal of membership is undertaken on an annual basis being July 1st of each year. If after three (3) months the member has not renewed the member will be removed from the membership database and all other membership benefits will cease.

CODE OF CONDUCT

A member is bound to abide by the code of conduct and may face disciplinary action if found to contravene this Code of Conduct

Organisations employing AWMN members can view members as individuals who have agreed to uphold a professional and ethical Code of Conduct.

A member must:

1. Accept and demonstrate responsibility as a role model for women in motorsports and the automotive industries;

2. Demonstrate integrity and humanity, avoid discriminatory practices including race, sex, religion and politics;

3. Respect the confidentiality of information, which comes to them during their involvement with the AWMN, whilst abiding by the Privacy Act of Australia;

4. Ensure all communication with the AWMN is informative, accurate and not misleading whilst maintaining respect for cultural, moral, and dignity for all persons involved;

5. Not to injure or attempt to injure, maliciously or recklessly directly or indirectly the professional reputation, prospects of the organisation and or the individuals involved;

6. The exclusion of all corrupt practices.

INTERNAL DISPUTES

Disputes occurring between members, or members and the association, will be mediated by an unbiased third party through the community justice centre.

MEMBERS' LIABILITIES

The liability of a member of the association to contribute towards the payment of the debts and liabilities of the association or the costs, charges, and expenses of the winding up of the association is limited to the amount of any unpaid fees at that time.

COMMITTEE

The committee will be headed by the National Directors. who will be responsible for appointing committee members that are representatives from motorsport and automotive fields, up to a maximum of 10 representatives.

The term of office of each committee member will be a minimum of 12 months from their appointment, but no longer than 4 years.

A casual vacancy will occur if the member:

- ceases to be a member of the association or
- becomes an insolvent under administration within the meaning of the *Corporations Act 2001* of the Commonwealth or
- resigns office by notice in writing given to the secretary or
- is removed from office for breaching the AWMN Code of Conduct or
- becomes mentally incapacitated or
- is absent without the consent of the committee for 3 or more consecutive meetings

MEETINGS

General meetings will be held as required, not including the AGM which will be held once in each calendar year. At General Meetings and AGMs members who are unable to attend in person but wish to vote on any issues listed on the meeting agendas, may send in postal or email votes.

Members will be notified by email and mail of meeting dates, times and venues. Minutes will be posted to members within seven days of a meeting.

A quorum will consist of the National Directors and a minimum of three (3) other committee members.

All members are welcome to attend general meetings and all financial members are entitled to vote on open issues.

FUNDS - source

Funds will be raised through membership fees, fund raising at shows and events, government grants and/or corporate sponsorship for major projects.

FUNDS - managed

Funds will be managed by the National Directors in consultation with the current members.

- Cheques may be drawn as needed by the National Directors for AWMN running expenses;
- cheques may be drawn after approval from the National committee from the AWMN Funding Account;
- cheques may be drawn after approval from the National committee for nominated charities;
- two (2) signatories required.

STATEMENT OF OBJECTIVES, PROCEDURE MANUAL AND CODE OF CONDUCT

The AWMN Statement of Objectives & Code of Conduct may be added to by a special resolution of the National Committee.

COMMON SEAL

The Common Seal will be held in the custody of the National Directors.

The common seal must not be affixed to any instrument except by the authority of the committee and the affixing of the common seal must be attested by the signatures either of 2 members of the committee or of 1 member of the committee and of the public officer or secretary.

CUSTODY OF BOOKS

The custody of books, documents and securities will be held by the secretary and treasury.

INSPECTION OF BOOKS

The records, books and other documents of the association will be open to inspection free of charge by a member of the association at any reasonable hour.

NATIONAL DIRECTOR'S RESPONSIBILITIES

The National Directors & Co-founders of the AWMN, currently hold the positions of secretary and treasurer respectively, and are also responsible for:

- maintaining the membership database
- to seek and secure sponsorship for the AWMN
- publishing and distribution of national newsletter
- keeping members up to date with relevant information
- implementing, managing and evaluating mentoring programs
- developing links with national industry bodies, education institutions and government, including approaches and submissions for government funding
- one-off special projects
- investigating any grievances and complaints
- preparation and printing of manuals as required
- review and update manuals as required
- oversee the national website and its maintenance
- overseeing all accounting and financial records
- answering enquiries from potential members
- abiding by the Privacy Act of Australia
- planning and implementing general and committee meetings

NATIONAL DIRECTORS' CONTACT DETAILS

The AWMN maintains a head office postal address at:

PO Box 1179
Casino NSW 2470

National Director/Secretary
Sue Corbett
ph/fax: 02 6663 1393

email: support@awmn.com.au

National Director/Treasurer
Leonie Maher
ph: 02 6559 7869
email: awmn@optusnet.com.au

Website
www.awmn.com.au