



AUSTRALIAN ROSTRUM

ROSTRUM WESTERN AUSTRALIA INC.

The Regulations

Last Amended April 2006

ROSTRUM WA INCORPORATED REGULATIONS

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1. ESTABLISHMENT AND MODIFICATION OF REGULATIONS

1.1. Establishment and update

1. These Regulations were created and operate under section 8(g) of the Rostrum WA Inc Constitution which states *“Dais may from time to time promulgate regulations to further the good order of Rostrum in Western Australia.”*
2. These Regulations were commenced by ratification at the Dais meeting of 21 May 1993.

Updated: Feb 2006

1.2. Modification

1. These regulations can be modified only at a properly convened Dais meeting by a majority of those present and voting.
2. A motion to modify these regulations must be notified to Dais members at least 10 days before the date of the Dais meeting.

2. COMPETITIONS

2.1. R. Alan Crook Award

This award was first presented in 1965, and is named after the founder of Rostrum in Australia. It publicly recognises that club in the zone formally judged to be most effectively promoting the aims of Rostrum in this state. The guidelines are designed to facilitate a process of adjudication, which is both objectively fair and transparent.

1. The essence of the R Alan Crook Award embodies the Aims of Rostrum

The aims of Rostrum are expressed in the Rostrum promise.

I promise to submit myself to the discipline of this Rostrum Club and to endeavour to advance its ideals and enrich its fellowship.

I will defend freedom of speech in the community and will try at all times to think truly and speak clearly. I promise not to be silent when I ought to speak.

As enunciated in the Constitution, *Rostrum is for those who desire to improve themselves in the practice of effective speaking, and those who hold that freedom of speech, loyalty to truth, clarity of thought and a love of the English language are of the utmost value to the community.*

2. Guiding Principles:

- (a) **ELIGIBILITY:** All Rostrum clubs currently registered in the zone, including country clubs, are eligible for consideration. A separate award, known as the David Price Award, will be presented for The Best Country Club in the zone.
- (b) **JUDGING PERIOD:** The award will be presented annually and the judging period will be from 1st October to 30th September of the following year
- (c) **CLOSING DATE:** The closing date for receipt of submissions will be the second Friday of October after the judging period. Late entries will be considered ineligible.
- (d) **CO-ORDINATION:** The promotion and management of the annual cycle of the R. Alan Crook Award will be the responsibility of a Coordinator appointed by the Dais President.
- (e) **ADJUDICATION PANEL:** The adjudication panel will comprise of three members of Rostrum appointed by and reporting to the Dais President.
- (f) **FORMAT OF SUBMISSIONS:** Submissions will follow a standard format in order to facilitate objectivity and transparency in the adjudication process. The submission will be made only on the standard packs available from Rostrum Information Centre or R. A. Crook Co-ordinator. The submission will be made according to the guidelines set out in the pack.
- (g) **ADJUDICATION:** Submissions will be scored in relation to specific criteria and using established scoring mechanisms (as prescribed in Tables 1 – 4). Submissions will be judged objectively as an outcome of scores achieved.
- (h) **AWARD PRESENTATION:** The presentation will become known as the R. Alan Crook Award and a presentation of a trophy will be made during the Speaker of the Year function.. Following adjudication, the Dais President will announce the winner of the R. Alan Crook Award and make the presentation.
- (j) **TRANSPARENCY OF PROCESS:** Club submissions and related scoring will be available on request to the Dais Secretary and will be retained at the Information Centre for a period of two years.
- (k) **SELECTION CRITERIA:** Submissions and clubs will be judged in relation to the following broad criteria:
 - Membership/Attendance
 - Internal activities and innovations as they relate to the aims of Rostrum
 - External activities as they relate to promoting the aims of Rostrum
 - Club support for Dais activities

3. Scoring for the R Alan Crook Award and David Price Award

- (a) Scoring is according to those criteria and activities deemed to most effective in promoting the aims of Rostrum (as prescribed in following Tables 1 – 4).

Scoring for attendance at Dais functions is weighted for country clubs.

- (b) To score points for internal activities and innovations, clubs must be able to provide a rationale for the activity/innovation and demonstrate how it has met its stated objectives. Adjudicators will score entrants, per activity/innovation, as set out in Table 3.

An additional 10 points could be awarded in this section if all activities which show a consistent provision of formal training in the Club

- (c) To score points for external activities as they relate to promoting the aims of Rostrum, clubs must be able to demonstrate that the activities have successfully promoted the aims of Rostrum in any event / function outside of their clubs' meeting.

This will include functions with other Clubs and / or other Community groups.

Adjudicators will score entrants, per submitted activity, as set out in Table 4.

Table 1 – Metro Club Achievement Statistics

	Base Points	Oct 2002	Nov 2002	Dec\ 2002	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Score
Active paid-up membership as at membership review	1 point per Member													
Total attendance at meetings for month (sum of weekly attendance for month)	2 points per Member													
Personal Development Program - completions in the semester	5 points per Member													
Intermediate Development Program - new registrations	10 points per Member													
Intermediate Development Program - completions in the semester	10 points per Member													
Advanced Development Program – new registrations	10 points per Member													
No of Active Critics	20 points per Critic													
No of new Critics Accredited in the semester	30 points per Critic													
No of Critics Re-accredited in the semester	30 points per Critic													
Representation at Dais	20 points per Dais Rep													
Attendance at Club Executive Training Seminar	20 points per Club Exec													
Attendance at Convention	10 points per Member													
Entries in the SOY competition	10 points per Member													
Attendance at SOY function	10 points per Member													
Attendance at Other Designated Rostrum Function	10 points per Member													
TOTALS:														

Table 2 – Country Club Achievement Statistics

	Base Points	Oct 2002	Nov 2002	Dec\ 2002	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Score
Active paid-up membership as at membership review	1 point per Member													
Total attendance at meetings for month (sum of weekly attendance for month)	2 points per Member													
Personal Development Program - completions in the semester	5 points per Member													
Intermediate Development Program - new registrations	10 points per Member													
Intermediate Development Program - completions in the semester	10 points per Member													
Advanced Development Program – new registrations	10 points per Member													
No of Active Critics	20 points per Critic													
No of new Critics Accredited in the semester	30 points per Critic													
No of Critics Re-accredited in the semester	30 points per Critic													
Representation at Dais	40 points per Dais Rep													
Attendance at Club Executive Training Seminar	40 points per Club Exec													
Attendance at Convention	20 points per Member													
Entries in the SOY competition	20 points per Member													
Attendance at SOY function	20 points per Member													

2.2. David Price Award

First presented in 1992, the Award is named after past Zone and National President David Price, and publicly recognises the most worthy country club in the zone in a given 12 month period.

RULES GOVERNING THE AWARD

1. The rules are identical to those for the R Alan Crook Award except that the award is available only to Rostrum clubs currently registered within the zone who are recognised by Dais as having their meeting place in a country location.
2. The adjudication panel appointed to evaluate the R Alan Crook Award shall evaluate the David Price Award.
3. Country clubs submitting entries for the David Price Award are automatically eligible for the R Alan Crook Award.

2.3. Arthur Garvey Speaker of the Year Competition

1. The competition is open to any member of Rostrum except the Chairman of Training Council, the Dais President and the Competition Coordinator.
2. The Competition Coordinator will allocate speakers to elimination heats and the Chairman of Training Council will appoint three adjudicators (one will be nominated Chairman of Adjudicators) to judge each heat or preliminary final.
3. Should an adjudicator fail to be in attendance at the commencement of the meeting, the adjudicator(s) present will appoint a replacement.
4. Not less than two speakers from each competition at the first selection stage will be placed in the next tier of the competition. The number of speakers to advance to the next tier of the competition shall be recommended by the Competition Coordinator and ratified by the Dais Executive depending on the number of contestants who enter the competition.
5. Members from outside the metropolitan area may compete at the first selection stage using video presentations. Winners must compete in person at the final.
6. Where sufficient cause is shown, the Chairman of Training Council, in consultation with the Dais President and Vice President(s), may place any entrant directly into a preliminary final irrespective of that speaker having first participated in the primary selection round of the competition.
7. The order of speaking shall be decided by ballot prior to commencement of the event.
8. A list of topics for all preliminary selection heats and finals shall be provided, from which contestants shall choose one. Contestants may choose a different topic from the list, for subsequent appearances in later tiers of the competition prior to the final, but this is not obligatory.

A different list of topics will apply to the final.

9. Topics for all levels of the competition shall be determined by the Chairman of Training Council together with the Competition Coordinator.
10. Speeches during each round of the competition will be for a length recommended by Training Council Executive and ratified by the Dais Executive.
11. There shall be a minimum of 5 adjudicators at the final selected jointly by the Chairman of Training Council and the Dais President and each adjudicator shall have been qualified as an adjudicator.
12. Except in exceptional circumstances no speaker who is more than 1 minute outside the time limit can be judged a winner."

2.4. Speaker of the Decade Competition

At the end of each decade, the 10 winners of the Speaker of the Year Competition, if available and still a member of a Rostrum club, shall compete in the Speaker of the Decade competition.

2.5. Alan Foyster Speaking Competition

1. The competition is run as part of the annual Autumn Convention consisting of 3 divisions: Senior, Open and Novice. The competition is a club event where the placing of the speakers in each division provides points towards the Don Watson Decathlon Trophy. No more than one member of a club may enter each division of the competition.
2. The competition is an impromptu event open to any member of Rostrum nominated by their club and attending the Autumn Convention. Eligibility for each division is:
 - Open Division – Any Rostrum member.
 - Senior Division – Any Rostrum member with membership of more than two full Rostrum terms.
 - Novice Division – Any Rostrum member with membership of less than two full terms as of the January in the year of competition.
 - (a) A speaker who has won a division in the last competition held at the previous convention is ineligible to enter the same division in the current competition.
 - (b) A speaker withdrawing from any division in the current competition may not re enter in another division.
3. The order of speaking shall be decided by ballot prior to commencement of the event.
4. The Competition Coordinator will allocate speakers to heats and the Chairman of Training Council will appoint three adjudicators (one will be nominated Chairman of Adjudicators) to judge each heat and final. Should an adjudicator fail to be in attendance at the commencement of the speaking competition, the adjudicator(s) present will appoint a replacement.
5. Not less than two speakers from each division of the competition heats will advance to the finals
6. The adjudicators will independently rank each speaker using the standard Rostrum criteria, but additionally for the Alan Foyster Competition, the criteria shall include marks for relevance to the topic. The speaker must utilise the topic as an integral part of the speech.
7. Current standard adjudication sheets as approved by Training Council and endorsed by the Dais Executive shall be used unless permission from those bodies is given to use a different format and formula. Dais Executive shall be the final arbiter in this decision.
8. Competitors in a one division of the competition must not be used as adjudicators in the same division.
9. The open and senior divisions will provide each entrant a choice of two topics at 3 minutes prior to commencement of that competitor's delivery. The entrant must use one of the topics. The novice division will provide each entrant a choice of two topics at 9 minutes prior to commencement of that competitor's delivery. The entrant must use one of the topics.
10. Speech length for all divisions will be 3 minutes with a warning bell at 2½ minutes.
11. The Chairman of Training Council together with the Competition Coordinator shall determine topics for all divisions of the competition.
12. Points awarded towards the Don Watson Decathlon Trophy are allocated for each division as follows: 18 points to the first place speakers club, 15 points for second place, 12 points for third place, 9 points for fourth place, 6 points for fifth place and 3 points for sixth place.

2.6. Adjudication Guidelines

1. These guidelines are to be used for the various formal speaking competitions that are run by WA Dais such as the Arthur Garvey Speaker Of The Year, the Speaker of the Decade, the Sidney Wicks competition or the speaking competitions at the Autumn Convention.
2. The Chairman of Training Council shall oversee the allocation of adjudicators for all formal WA Dais speaking competitions.
3. Adjudicators shall be selected from within the ranks of qualified adjudicators wherever possible. In the event that sufficient eligible adjudicators are not available, experienced critics/speakers who are not in the competition at that stage may be co-opted as adjudicators.
4. The adjudicators will independently rank each speaker using the standard Rostrum criteria. The Chairman of Adjudicators will determine the aggregate of these rank scores and in the event of a tie instruct the adjudicators to independently reconsider. If a tie remains (or a new tie occurs) the Chairman of Adjudicators will determine the order of the tied speakers. All other positions will be according to the last ranking provided by the adjudicators.

5. Current standard adjudication sheets as approved by Training Council and endorsed by the Dais Executive shall be used unless permission from those bodies is given to use a different format and formula. Dais Executive shall be the final arbiter in this decision.
6. Competitors in a competition must not be used as adjudicators while they are still progressing in that competition. If they have been eliminated they may then be used as adjudicators in subsequent heats of that competition provided they do not adjudicate a heat containing a speaker who was successful in a heat in which they themselves were unsuccessful, wherever possible.
7. An adjudicator should not be allocated to an event containing a member of their own club.
8. Wherever possible, members who adjudicated in previous heats should not be allocated to adjudicate subsequent heats containing competitors they have previously adjudicated upon within the same competition.
9. Adjudicators for the finals of a competition should not have adjudicated in the semi-finals of the same competition in the same year.
10. In the case of the major speaking competitions which contain a series of heats, such as the Sidney Wicks speaking competition and The Arthur Garvey Speaker of the Year competition, 5 adjudicators should be used in the semi-finals and must be used in the final. In the Speaker Of The Decade Competition, which does not contain heats, 5 adjudicators must be used. The Alan Foyster Competition will require 3 adjudicators for heats and finals.
11. During the various levels of the heats of any competition in which more than one competitor is to go forward to the next level of that competition, the chairman of adjudicators, when announcing the panel's decision, must neither publicly articulate, nor indicate, in any way the order in which the successful competitors were ranked. That official simply states that "the speakers to advance to (the next level of the competition) are (their names)."
12. For finals of competitions, the chairman of adjudicators must not publicly comment specifically on any speech.
13. The chairman of adjudicators must return the adjudication ranking sheets for every adjudicator to the Chairman of Training Council (or Chairman's proxy) for future reference in the eventuality of a dispute or erroneous decision, or if a competitor withdraws from the competition thus enabling the next ranked speaker from the same heat to be elevated to the next level of the competition.
14. Where an elected or appointed Coordinator is in charge of a competition, the Chairman of Training Council shall notify the Coordinator of the names of the adjudicators of every heat as early as possible prior to that heat, late changes excepted.
15. Terminology:

The term(s) heat(s) are synonymous and interchangeable with level, rounds, quarter finals, semi finals and finals whenever deemed appropriate.
In these guidelines the term *must* is compulsory, the terms *may* and *should* are advisory.

3. ARTHUR GARVEY TRUST

The Arthur Garvey Trust was established by way of a trust deed dated 5 June 1990, a copy of which is detailed in 3.1. *The trust deed cannot be altered in any way by Dais* and is included in these regulations for reference purposes only.

The money for the trust is deposited with the Subiaco branch of the Commonwealth Bank, account No 6125 5002 9235.

3.1. The Trust Deed

AN AGREEMENT REGARDING THE ARTHUR GARVEY SPEAKER OF THE YEAR COMPETITION

This agreement is between Jean Garvey, wife of the late Arthur Garvey, the founder of Rostrum in Western Australia and Rostrum Western Australia Incorporated.

It is agreed by both parties that:

1. Each year in Rostrum in Western Australia a speaking competition will be held which will be known as the Arthur Garvey Speaker of the Year Competition.
2. The competition will be open to all members of Rostrum.
3. A sum of \$5000.00 will be provided by Mrs Garvey which will be invested permanently.
4. The interest generated from the investment will be used to pay for the trophies for the Arthur Garvey Speaker of the Year Competition each year.
5. The principal amount of \$5000.00 will not be reduced in any way for any purpose or used for any purpose other than to generate an amount of interest to be used as described above.
6. The perpetual trophy known as the Arthur Garvey Perpetual Trophy will be presented to the winner of the competition each year.
7. Each finalist in the competition will receive an individual trophy.
8. The principal amount will be invested by Rostrum with a major Australian bank.
9. Rostrum WA Inc will appoint the trustees to manage the operation of the fund. These trustees will be Freeman David Price, the Chairman of Freeman's Council, as appointed from time to time and the Dais Treasurer, as appointed from time to time. In the event of Freeman David Price being unable or unwilling to continue as a trustee, his place will be assumed by the Dais President at that time and the elected Dais President thereafter.
10. The operation of the investment will require all three trustee signatures for any transaction.
11. The Arthur Garvey Speaker of the Year Competition will be held every year. In the event of the competition ceasing to operate, the principal amount will be paid in full to the Deaf and Dumb Society of Western Australia.

Signed this 5th day of June 1990 by:

David Price
President of Rostrum WA Inc

Mrs Jean Garvey

4. ELEVATION TO FREEMAN

4.1. WA Zone Nomination Procedures

1. The title Freeman gives the holder the highest status wherever Rostrum is established. The title is a national recognition that is awarded by the ARC. The WA Zone can only make a recommendation to the ARC for the elevation of a Freeman under the terms of the Australian Rostrum Constitution item 10, using the guidelines provided from time to time by the ARC. These guidelines are reproduced as the following Regulation 4.2.
2. A recommendation to elevate a Freeman shall only be put forward on behalf of a member who has contributed conspicuous service to Rostrum and its ideals. The prospective Freeman must have demonstrated a strong commitment to the objects of Rostrum. The nominee shall have contributed superior service at the club level, superior service to the Dais or wider Rostrum movement and service to the wider community. It is a requirement that conspicuous service in at least one of those areas or conspicuous service in the development or practice of public speaking be demonstrated and that the service can be expected to continue.
3. The process of elevation of a Freeman shall commence with the preparation of a written submission by a Club or any member of Australian Rostrum.. Self nominations will not be considered.
4. The principle of confidentiality is regarded as crucial, and extreme care shall be taken to avoid allowing the possible Freeman to become aware of the submission at any stage prior to the actual elevation. To ensure confidentiality, submissions must not be sent by facsimile.
5. Should the prospective Freeman become publicly aware of the submission at any stage prior to the actual elevation, the process may be suspended for up to two years upon the recommendation of Freeman's Council to the Dais President.
6. The submission shall be forwarded to the Dais President who shall forward it via parallel paths to the Dais Executive and to Freeman's Council for their recommendation and comment. The Dais President may also refer to any other Dais body or individual that the President sees as appropriate for comment.
7. The Dais President, cognisant of the advice received, shall either:
 - (a) advise the nominator that the submission is not to proceed or
 - (b) circulate the submission to Dais members for vote by secret ballot. To be successful, the proposed candidate must gain at least a 75% majority of votes cast.

In the event that a nominator wishes to challenge the decision by the Dais President not to proceed, then a panel comprising the Dais President, the Chairman of Freeman's Council and one of the last three Dais Presidents shall be convened. The nominator (or if the nominator is a club, then two active members of the club) shall have the opportunity to show cause why the submission should proceed by attending a meeting of the panel. The panel shall come back with a decision within two months of being convened and the decision of the panel shall be final.

8. If the Dais President is a speaker and there be a proposal to elevate the President to Freeman, then the next most senior Dais Executive officer (eg Vice President) shall assume the President's role in processing the application, thus ensuring that the President is unaware of the nomination.
9. Dais members are required to cast their vote as an individual on the basis of the submission and accompanying recommendations that they receive. The established tradition in this zone that the Dais Representatives do not raise the matter with their club shall be adhered to.
10. The deliberations and decisions of the Dais President, Dais Executive, Freeman's Council and Dais shall be confidential apart from the announcement of the award.
11. Upon successful vote by Dais, the Dais President shall forward formal advice of the Dais vote, the submission, and any other relevant information to the ARC Secretary in terms of the Australian Rostrum Constitution item 10(e). The National Secretary arranges for the National President to consider the submission, and if approved, to sign and issue a certificate of Freemanship in terms of the Constitution.
12. Elevation of a person to the title and status of Freeman shall be conducted by the Dais President or Dais President's nominee in accordance with Clause 10(g) of the Australian Rostrum Constitution.

4.2. Australian Rostrum Council Guidelines

The following guidelines are reproduced from the ARC By-Laws:

1. **PURPOSE:** The appointment of Freemen of Australian Rostrum is a responsibility of the Australian Rostrum Council (A.R.C.), under Clause 10 of the Australian Rostrum Constitution. That clause must be read in conjunction with these guidelines. The guidelines are intended for the use of each Zone Dais and members of Rostrum with a view to maintaining national standards by giving practical examples of the requirements to be met by nominees for Freemanship. It is expected that each Zone Dais will observe the spirit of these guidelines in the interests of Australian Rostrum. However, special circumstances not envisaged in these guidelines may lead a Dais to take other factors into account when assessing nominations for Freemanship. Notwithstanding the term "Freeman" and other references to the masculine gender, these guidelines apply equally to nominations in respect of women members of Rostrum.
2. **MINIMUM SERVICE:** The criteria set out in subsequent sections are unlikely to have been met by a member with only a few years experience in Rostrum. In most cases, a nominee would be expected to have been a member of a Rostrum club for at least eight continuous years. Acceptance of a nomination with a shorter membership period would require to be justified to the Dais and to the A.R.C.
3. **SERVICE WITHIN ROSTRUM:** Generally above-average service in both quality and quantity is looked for, but conspicuous service is demanded in at least some of the fields of activity listed below. The service must be much more than dutiful time-serving; evidence is required of positive advancement of Rostrum ideals and practices, and the taking of initiatives.
4. **AT THE CLUB LEVEL:** The nominee should have held several offices in their club(s) and there should be evidence of superior efforts, initiatives and results during those periods of office. The offices held should include President; service as Secretary and Treasurer is also desirable.
5. **BEYOND THE CLUB LEVEL:** If the nominee has had experience as a Dais representative or otherwise beyond the club level, the nominee is expected to have shown exceptional ability, reliability and results during service in one or more fields. Examples are as:
 - member of a Dais committee
 - convenor of special activity
 - member of Dais Executive
 - tutor, critic
 - author of Dais publications.
6. **SERVICE TO THE COMMUNITY:** Distinction in community, professional, business or trade affairs constitutes one of the major qualifications for Freemanship, because the skills developed within Rostrum are of limited value unless they are used in the wider service to the community. Examples of relevant meritorious activities are:
 - diligent and consistent efforts to bring Rostrum to the notice of professional, trade, business, educational and other institutions and leaders
 - sponsorship of new Rostrum clubs
 - sponsorship of Rostrum-like activities in schools
 - service as an adjudicator/critic in non-Rostrum public-speaking competitions and debates.
7. **PROSPECTIVE FUTURE SERVICE:** It cannot be too strongly stressed that elevation to Freemanship is not merely a reward for past service: it is not the presentation of a notional gold watch at retirement. Certainly, meritorious past service is a necessary condition, but it is not a sufficient condition. Elevation to Freemanship is not the end of a Rostrum career; it is a mid-way point at which exceptional talent, initiative and diligence have been recognised at the highest level, and beyond which the nominee is expected to contribute further efforts to apply those attributes to the broader purposes of Rostrum. The Dais (and ultimately the A.R.C.) must assure itself that the nominee has the ability and the desire to honour the promise the nominee will have to make: "*Recognising my wider responsibilities as a Freeman*" It is most important, therefore, that the attention of each nominee be drawn to the Freeman's Promise and to this section of the guidelines, and an appropriate assurance be obtained. If Dais and the A.R.C. ultimately approve the nomination, the prospective Freeman will be asked to confirm these assurances at the ceremony where the promise is made.
8. **PERSONAL QUALITIES:** It is expected that the nominee should exemplify all that is praiseworthy in a Rostrum context. That context includes "*..... love of the English language*". The nominee's personal qualities should therefore include a higher-than-average rating in:

ability as a speaker;
the exemplary use of spoken English

stability, reliability and dedication
visible good citizenship.

9. PROCEDURES: Subject only to Clause 10(f) of the Australian Rostrum Constitution a Zone should determine and publish its own procedure for the nomination and appointment of Freeman. The elevation of a person to the title and status of Freeman is to be conducted by the National President or National President's nominee.

4.3. General Procedures and Guidelines

1. The elevation of a Freeman shall occur at an appropriate major Dais Event. Members in remote clubs may be elevated at an appropriate local or regional Rostrum function.
2. At the elevation ceremony, all Freeman present should be asked to stand while the new Freeman takes the Freeman's Promise.
3. In accordance with established custom, the prospective Freeman, having made the Freeman's Promise, will be presented with a gold badge of the established size and design for this zone. The name and date of elevation shall be engraved on the rear of the badge.
4. Under no circumstances should a Freeman's badge be worn by a person who has not made the Freeman's Promise.
5. Any Freeman who serves as a Dais President shall have the standard laurel wreath affixed to their Freeman's badge at the completion of their term of office. If a Dais President is elevated to Freeman after their term as President, then the gold Freeman's badge shall be presented with the laurel wreath affixed.

5. FREEMEN'S COUNCIL

1. Dais shall establish and maintain a Freeman's Council.
2. Freeman's Council shall consist of all Freeman normally residing in Western Australia except such as are excluded by Clause (6) below.
3. The members of Freeman's Council shall from time to time appoint a member of the Council to be the Chairman of Freeman's Council.
4. The Chairman of Freeman's Council or Chairman's representative shall be ex-officio an Officer of Dais.
5. The Freeman's Council shall meet as determined by the members of the Council, and shall appoint such executive officers and committees as are deemed appropriate by the Council.
6. Freeman who would otherwise be eligible to be members of the Council but who have advised the Chairman of Freeman's Council in writing or who in the considered opinion of the Chairman of Freeman's Council are unwilling to undertake the duties and responsibilities expected of a Freeman of Rostrum shall not be included as members of Freeman's Council.

6. TRAINING COUNCIL

1. Dais shall establish and maintain a Training Council.
2. Definition: "Accredited Critic" shall mean a person accredited for the time being on the authority of Training Council.
3. Training Council shall consist of all currently accredited Critics.
4. The Council shall meet at least once in each calendar year, and shall inform the November regular meeting of Dais each year of the name of the member of the Council elected by the members of the Council to be the Chairman of the Council for the ensuing year. The Council may at the same time advise the Dais of the names of not more than three members of the Council appointed by the Council to serve as members of the Training Council executive committee.
5. The executive committee of Training Council shall comprise the Chairman and members elected or appointed by the Training Council in accordance with the above clause, together with a secretary and not more than two persons appointed by the Dais President. The secretary and the members appointed by the Dais President shall be members of Rostrum Western Australia but need not otherwise be eligible to be members of Training Council.
6. The Chairman of Training Council or Chairman's representative shall be ex-officio an Officer of Dais.
7. The Training Council executive committee shall be responsible for managing the affairs of the Council between full meetings of the Council, and shall be responsible for the training and accreditation of all Rostrum Critics.
8. A special meeting of the Training Council may be convened at any time by the Chairman of the Council or the Dais President. Upon receipt of a petition, signed by not less than five members of the Training Council, requesting a special meeting of the Council, the Dais President shall convene such a special meeting within thirty days.
9. A quorum at any meeting of the Training Council shall be fifteen members.
10. Training Council may from time to time appoint one or more Critics to a Club, but Clubs may by their own action decline to accept any or all of such periodic appointments. Should a rostered Critic or any other Critic be unable to attend a meeting of the Club, the President, or in the President's absence, the chairman, may appoint some other suitable person or persons to carry out the functions of a Critic for that meeting.
11. The Critic shall instruct and guide members in effective speaking, chairmanship, and the conduct of meetings and give constructive criticism immediately before the close of the meeting at which he is the rostered Critic. The Critic shall not debate the opinions of any speaker.
12. The appointed Critic(s) shall be members of the Committee of the Club. The Club committee consists of the President, Secretary, Program Director and Treasurer together with the immediate Past President, the Club's representative(s) on Dais and the Critic(s).

7 GENERAL

7.1 Membership

Procedure to the Election of a Member

- (i) A candidate for membership of any club within the zone shall complete a nomination form approved by Dais or its Executive. The nomination form shall be signed by a member of the club and shall be given to the Club secretary together with the joining fee approved from time to time by Dais. If the club membership is full, the election procedure may still proceed with the approval of the Dais President.
- (ii) Upon receipt of the nomination form and the joining fee the club secretary shall arrange for the application to be read at a regular club meeting. No ballot is required except that at that meeting any member of the club shall be entitled to call for a ballot. If no call is forthcoming, the club may proceed to an induction at a time of its own choosing, including the meeting at which the nomination was read.
- (iii) If a ballot is required, a candidate's membership shall be approved by a majority of members present and voting.
- (iv) Following the acceptance of a candidate as a potential member, whether by ballot or no, at a meeting which is convenient to the President and the member elect, the President shall call upon the candidate to make the Rostrum Promise as required and induct him/her as a member of that club. Once having made the Rostrum Promise a member is thereafter entitled to be addressed as "Speaker".
- (v) This procedure for admission as a member shall apply in all cases even though the candidate may be already a member of another Club. However, for a member to transfer his/her membership from one Club to another he/she shall submit a Transfer Application Form as provided by Dais for this purpose instead of the Nomination Form required.
- (vi) Should a Club cease to exist then the members of that club shall be eligible to join another club without being required to pay the Rostrum joining fee.

7.2 Finances

- (i) The Financial Year shall end on December 31st in each calendar year.
- (ii) An Annual General Meeting shall be held in April of each calendar year, at which the Dais Treasurer shall present to the meeting, an audited financial statement including a statement of income and expenditure and a balance sheet for the previous financial year.
- (iii) The Dais Treasurer shall present to the third meeting of Dais in each financial year a proposed budget for the following financial year. Dais may at that meeting or at any subsequent meeting amend the terms of any such annual budget.

1 Fees and charges

- (i) All new members shall pay a joining fee, as agreed by Dais.
- (ii) A member re-joining Rostrum after less than two years absence need not pay a joining fee but may be asked for the cost of a badge.
- (iii) The Rostrum Joining fee be set at 1.5 times the term fee effective from the 1/10/2002
- (iv) A new member will be exempt from the Dais term subscription fees in the term in which they joined.
- (v) All member s of Rostrum shall be required to meet the Dais subscription once only in any term.
- (vi) Any member who has concurrent fully paid-up membership of two or more Clubs within Rostrum W.A. shall on application to the Dais Treasurer, have refunded to him any Dais subscription paid other than the first.
- (vii) A member who transfers to another Club shall be deemed to have continuous membership in respect of Dais dues.

7.3 Annual General Meeting

Process for the meeting

- (i) All Dais Representatives shall be given not less than three weeks notice of the Annual General Meeting, such notice shall include an agenda of business to be transacted at that meeting.
- (ii) All members of Rostrum will be given not less than three weeks notice of the Annual General Meeting and invited to attend.
- (iii) No items of business affecting all Clubs will be dealt with at an Annual General Meeting without prior notice to all Club members.
- (iv) Items on the agenda should be discussed at club level and any decision made by the club should be brought to the Annual General Meeting for discussion.
- (v) Any member attending the meeting shall be given the opportunity to speak on any matter on the agenda.
- (vi) An attendance roll will be taken before the meeting where the financial status of the Clubs and the names of Representatives attending the Annual General Meeting will be verified.
- (vii) All attendees at the Annual General Meeting will sign the attendance roll before the meeting to verify their Clubs' participation.
- (viii) Any club, whose meeting is defined by Dais as a country club, may appoint any member of a Rostrum club to attend the Annual General Meeting to represent their club.
- (ix) A Dais representative who is unable to attend a Dais meeting may nominate a member of any Rostrum club to attend the Annual General Meeting to represent their club.
- (x) No person shall represent more than one club at the Annual General Meeting.
- (xi) The Annual General Meeting shall not proceed to business without a quorum of thirty percent of the Dais Representatives. If a quorum is not present within twenty minutes of the advertised starting time the meeting shall stand adjourned to a date and time determined by those present.

Notice of this adjourned meeting shall be given in accordance with the provision of Clause 9(c) of the Constitution.

At any such adjourned meeting if a quorum is not present within twenty minutes of the advertised starting time, the members present shall be deemed a quorum and may proceed to business.
- (xii) All matters at the Annual General Meeting shall be decided by majority vote of those Dais representatives present. A ballot shall be taken if demanded by two or more members.

The Chairman shall not have a casting vote, and in the case of an equality of votes, shall resolve the question so as to maintain the status quo.