

BY LAWS
OF THE
HONGWANJI BUDDHIST MISSION
OF AUSTRALIA

A. C. N. 058 396 642

A. B. N. 63 058 396 642

79 Archbold Road
LINDFIELD NSW 2065
Phone (02) 8901 4334, Fax (02) 8901 4336
E-mail : hbma@optusnet.com.au

ARTICLE 1

NAME & LOCATION

The name of the organization shall be called

“Hongwanji Buddhist Mission of Australia”

which shall be abbreviated as “H.B.M.A.”

The temporary location of the office of H.B.M.A. shall be at –

79 Archbold Road,

Lindfield 2070 NSW

ARTICLE 2

ORGANISATION

H.B.M.A. was incorporated as a religious corporation, duly constituted and organised under the Australian Corporation and Securities Law and shall act as the principal organisation representing the JODO SHINSHU HONGWANJI-HA in Australia.

H.B.M.A. shall have the authority to establish and maintain branch temples throughout Australia as may be deemed necessary for the attainment of its purposes.

If at any time in the future, another HBMA temple is established in another Australian state, it shall at all times function as a branch temple of H.B.M.A. and shall be subject to the provisions of the charter and the By Laws.

A Branch Temple shall take direction and guidance from H.B.M.A..

The duly constituted branch temple shall plan, organise, develop, maintain and coordinate policies, programs and activities in compliance with the established H.B.M.A. rules and regulations. A branch temple shall always act consistently with the provisions of the charter H.B.M.A. By Laws.

ARTICLE 3

PURPOSES

The purposes of the H.B.M.A. are as follows:

1. To plan, or organise, programme and direct all its activities and functions toward the understanding and appreciation of the principles and tenets of Buddhism based on the teachings of the Jodo Shin denomination.
2. To conduct religious ceremonies, practices and related activities for the understanding, propagation, and appreciation of Buddhist doctrines, principles, and teaching among all who seek the knowledge and blessings of the Buddhist religion based on the teachings of the Jodo Shin denomination.
3. To encourage and preserve the harmonious and cooperative fellowship, understanding, and unity among the members of the various affiliated branches of H.B.M.A. and to promote and improve the general welfare of the community through the office of H.B.M.A..
4. In general, to teach the doctrines and the culture of Buddhism, but more specifically the Jodo Shin denomination for Australian people and in so doing contribute to the fostering of cultural relations between Australia and Japan.

ARTICLE 4

MEMBER

Any Buddhist or any person desiring to become a Buddhist who is in accord with the purposes of the H.B.M.A. and is willing to support, follow, and carry out such purposes, may become a member by paying a fixed membership fee and shall be entitled to attend all functions of H.B.M.A. upon satisfaction of the requirements of any such functions.

ARTICLE 5

ADMINISTRATION

The authority and basis for the operation and administration of the functions of H.B.M.A. shall be the Memorandum and the Articles of association as filed with the Australian Securities Commission, and the provisions of these By Laws.

Policies, rules, and regulations consistent with the charter and By Laws may be established from time to time to give further authority and basis for the operation and administration by the Board of Directors.

The Board of Directors shall be vested with the executive powers and responsibilities of administration, direction, and management of the affairs, functions, and activities of H.B.M.A..

The Bishop or the head minister shall be the head of H.B.M.A. who shall advise the Board of Directors on matters of administration, management, and direction of the religious and administrative affairs of H.B.M.A..

ARTICLE 6

BOARD OF DIRECTORS

1. The Board of Directors at its initial meeting shall elect the following officers of H.B.M.A..

President
Vice President
Secretary
Treasurer

The Board of Directors shall act as the executive representative of H.B.M.A. and shall control and manage the real, personal properties and funds of H.B.M.A.

The Board shall have plenary authority to transact all the proper and necessary businesses of the H.B.M.A..

The Board shall exercise all the powers granted to H.B.M.A. under the Australian Corporate Law.

2. The President shall act as the chairman of all meeting and functions and shall be the presiding officer of the Board of Directors.
The President shall conduct all meetings of the Board of Directors.
3. H.B.M.A. shall adopt a fiscal year to comply with Statutory and organisational requirements. The term of Directorship shall be for a period corresponding with the organisation's fiscal year but the Directors shall remain responsible to execute their positions until the Annual General Meeting, scheduled to be held in June each year.

In the event of a vacancy for the position of Director for any cause or reason whatsoever, the President or the Vice President shall nominate a suitable person to the Board of Directors. The vacancy shall then be filled by this person after confirmation and approval by the Board of Directors of the nomination.

This person shall hold office until the next AGM.

A majority of the members of the Board of Directors present shall constitute a quorum.

Any action of the Board enacted without a quorum being present shall not be binding upon the organisation unless such action is ratified by the Board at a subsequent meeting when a quorum is present.

Each director and the president shall have one vote and no proxy shall be permitted.

ARTICLE 7

EXECUTIVE BOARD

The Executive Board shall consist of the President, Vice President, Secretary and Treasurer, and they shall act for the Board of Directors in the interim between regular Board meetings. However, they shall not have the power to reconsider or reverse any action or policy previously set by the Board of Directors.

The Bishop or the head minister shall also be a member of Executive Board with powers to speak and vote at his discretion and choice.

All actions taken by the Executive Board shall be promptly reported to the Board of Directors at its next duly convened meeting.

ARTICLE 8

DUTIES OF OFFICERS

The officers shall perform their duties as determined and authorised by the Board of Directors consistent with the scope of the Charters and these By Laws as follows;

1.) President

The president shall preside as Chairman at all regular and special meetings, of the Board of Directors and the Executive Board.

The President shall present a report to each annual meeting on matters concerning the activities of the preceding year.

All legal documents authorised for signature by the Board of Directors shall be signed by the President, Bishop(or head minister) and Treasurer or Secretary.

The President shall serve as the administrative head in all matters and affairs of H.B.M.A. but shall not have power or authority to act independently, reconsider, or reverse any action or policy established by the Executive Board or the full Board of Directors.

The President shall assist the head of H.B.M.A. (Bishop or head minister) whenever so requested or whenever such assistance is indicated as being required.

2.) Vice President

The Vice President shall assist the President whenever requested by the President and shall perform such other duties as determined by the Board of Directors and shall have all the authority to perform all actions required of his position.

3.) Secretary

The Secretary shall keep the minutes of all meetings of the Legislative Assembly, the Board of Directors, and the Executive Board and shall attest the same with his signature.

The Secretary shall notify all officers and Directors of all meetings of the Board of Directors, and the Executive Board.

The original minutes of such meetings shall be kept in the registered office of the organisation.

4.) Treasurer

The treasurer shall receive, disburse, invest, and have the care and custody of all funds of H.B.M.A. subject to such regulation as may be prescribed by the Board of Directors.

The Treasurer shall prepare reports for the Board of Directors at their meetings and to the Annual General Meeting and at such other times as required by the Board of Directors.

The Treasurer shall control all expenditures item by item in accordance with the expenditure budget.

The Budget shall be determined by the Board of Directors and approved by Jodo Shinshu Hongwanji-ha International Department at the Kyoto Headquarters.

The Treasurer shall keep a complete set of double entry books of accounts incorporating all receipts and expenditures of H.B.M.A.

5.) Assistant Treasurer

The Assistant Treasurer shall render assistance to the Treasurer and shall serve in such capacity as the Board shall determine from time to time.

ARTICLE 9

BOARD OF ADVISORS

The Board of Directors may from time to time appoint a Board of Advisors.

The number of advisors will be determined by the Board of Directors. The term of their appointment shall be for one year.

The Advisors may attend as observers at all meetings of the Board of Directors and the annual general meeting. Advisors may attend at the meetings on matters under discussion but are not entitled to vote on such matters.

ARTICLE 10

AUDIT

H.B.M.A. have appointed Rothsay Accounting Services Pty. Ltd. as an independent auditor of the organisation.

The auditor shall conduct an audit of the Books of Account including all receipts and expenditures. The audit shall be conducted every three months.

The auditor shall audit the statements of accounts for each fiscal year in accordance with the Statute Corporate Law and shall submit to the AGM an Auditors Report prepared within two months of the closing accounts.

ARTICLE 11

ANNUAL GENERAL MEETING

An Annual General Meeting of the organisation shall be held in the month of June each year.

The Board of Directors shall have the power to fix the time and place for convening the AGM.

The members of the Board of Directors shall resign at each AGM but offer themselves for re-election.

In the case of a vacancy or other nomination, any H.B.M.A. member may nominate or be recommended for nomination to the Board of Directors by submission of a written notice to the Secretary of the Board at least one week (7 clear days) prior to the AGM.

A Quorum shall consist of a majority of current H.B.M.A. members.

Proxies in the standard format shall be accepted and included in determining a majority, provided they are handed to the Chairman / Secretary prior to the commencement of the meeting.

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ARTICLE 12

WINDING UP

H.B.M.A can be wound up by a resolution passed by a two-thirds majority at the annual General Meeting or a special General Meeting, for which written notice of the winding up resolution has been provided according to this constitution.

If there are any funds or assets held by the organization at the time that such a resolution is duly passed, they shall be donated to a non-profit organization with the same or similar objectives as H.B.M.A..

ARTICLE 13

COMMON SEAL

H.B.M.A. shall keep in a secure place a common seal engraved as “Hongwanji Buddhist Mission of Australia” and this common seal shall be used for all legal or official documents.

