

GOOLAWAH CO-OPERATIVE LTD GOVERNANCE

CO-OPERATIVE MEMBERS
VISION STATEMENT (to be developed)

CO-OPERATIVE RULES
Registered under the Co-operatives National Law 2014 (NSW)

By-laws

Code of Conduct

**Delegation Manual for
Directors & Office Holders**

**Directors Duties and
Responsibilities**

Membership and Guest Policies

Associated documents:

- Membership / Guest Applications
- Membership / Guest Handbooks
- Share Transfer Form
- Member Ratification Form
- Adult Child of a Member Agreement
- Membership Guide Checklist

Complaint Management Policy and Procedure

Associated documents:

- Complaint Form
- Resolving Disputes Information package

Fire and Forest Management Policies

Associated documents:

- Fire Action Plan
- Landcare Plan (to be developed)
- Tree Felling Flowchart

Finance Policy

Associated documents:

- Approved Community Job List
- Work Claim Form

Machinery Policy

Associated documents:

- Machinery / Tractor Usage Agreement

Privacy Policy

General Meetings are held monthly to;

- confirm minutes of the last preceding general meeting
- address business arising and general business
- receive reports from office holders and committees
- consider any special or ordinary resolutions.

The Annual General Meeting is held in October.

Other documents:

- Chairperson and Minute Taker Guidelines
- Proxy Form