

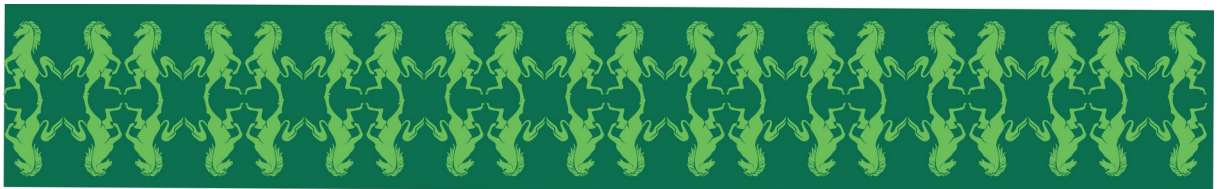


Association
of Nigerians
in Victoria

THE BYLAWS OF THE
**ASSOCIATION OF NIGERIANS
IN VICTORIA**

Strength in Unity

UNITED FOR PROGRESS



CONSOLIDATED DRAFT FOR ADOPTION

Prepared 31 August 2026 · To be adopted by the Members pursuant to Article 17

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INTERPRETATION

These rules may be cited as the Bylaws of the Association of Nigerians in Victoria.

In these Bylaws, unless the context otherwise requires, the following expressions have the meanings respectively assigned to them:

“Association” means the Association of Nigerians in Victoria, the body governed by these Bylaws.

“Annual General Meeting” or “AGM” means the meeting described in Article 8.4.

“Association Social Platform” means the WhatsApp group of the Association, or any other social media platform designated by the Executive Committee from time to time.

“Biennial Election General Meeting” or “BEGM” means the meeting described in Article 8.5, at which the Executive Committee is elected.

“Bonafide Member” means a Member who satisfies the eligibility requirements of Article 5.1, abides by these Bylaws, and is in Good Financial Standing. Where these Bylaws refer to a financial member, a rule abiding member or an active member, they mean a Bonafide Member.

“Bylaws” means the governing rules, regulations, guidelines and procedures of the Association contained in this document, as amended from time to time in accordance with Article 17.

“Emergency General Meeting” or “EGM” means the meeting described in Article 8.3.

“Executive Committee” means the Office Bearers of the Association elected at the Biennial Election General Meeting in accordance with these Bylaws.

“Financial misconduct” means incurring expenditure outside the provision of the approved budget, or otherwise dealing with the funds or property of the Association without proper authority.

“General Meeting” or “GM” means the meeting described in Article 8.2.

“Good Financial Standing” means that the Member has paid all annual subscriptions due for prior years and for the current year.

“Independent Electoral Committee” or “IEC” means the committee constituted under Article 9.12.

“Member” means a member of the Association as defined in Article 5.

“Serious misconduct” means breaching the fundamental terms of the provisions of these Bylaws.

PREAMBLE

The Association on whose behalf these Bylaws are signed, being aware that there is a body known as the Association of Nigerians in Victoria and being bound by same, HAVE AGREED AS FOLLOWS.

ARTICLE 1

NAME

- 1.1 The Association shall be known as the Association of Nigerians in Victoria (“ANIV”).
 - 1.2 This name shall be used for the Association in all its business transactions, including in its dealings with any or all of its Members and with any government or other organisation.
 - 1.3 ANIV shall own and maintain the exclusive right to the name set out in Article 1.1 and shall own the trademark to that name and to any logo of the Association.
 - 1.4 ANIV shall maintain a website or other electronic platforms in its name for operational necessities and as its means of communication and networking. No Member, officer of ANIV, or any other group shall have the right to appropriate the name, logo, trademark, website or other platforms of the Association, in whole or in part, for personal use.
 - 1.5 The name, logo, trademark, website and other platforms of ANIV shall be used only in the interest of ANIV, for its purposes, and in accordance with these Bylaws. Members and officers shall be accountable for the use of the name, logo, trademark, websites and other platforms of the Association in no less strict a manner than for the use of the funds of the Association.
 - 1.6 The President, as Chief Executive of ANIV and without derogation from any of the foregoing provisions, shall be the principal custodian of the name, logo, trademark, website and other platforms of ANIV, and shall from time to time issue instructions and directives as to the use of these resources, provided that for all intents and purposes the use of these resources shall be solely in the interest of ANIV.
 - 1.7 A change of the name of the Association shall be treated as a fundamental transaction and shall require a two-thirds (2/3) majority of the Members voting at every proceeding connected with the change of name.
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ARTICLE 2

VISION AND MISSION

- 2.1 **Vision.** United for Progress.
- 2.2 **Mission.** To bring Nigerians in Victoria together to collaboratively improve the wellbeing of one another and make positive impacts in the Victoria community.

ARTICLE 3

MOTTO

- 3.1** The motto of the Association shall be **“Strength in Unity”**.
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ARTICLE 4

AIMS AND OBJECTIVES

The aims of the Association are:

- 4.1** To promote close co-operation and communication among Members.
 - 4.2** To endeavour to assist, where possible, every Member of the Association in need, within available means.
 - 4.3** To initiate, and to support both collectively and individually, projects that will further develop the Association, its Members and the community in every possible way.
 - 4.4** To promote social interactions among Members and organise social welfare activities aimed at uniting Members.
 - 4.5** To encourage economic and financial support to the under-privileged Members of the Association and of the community.
 - 4.6** To raise funds from Members, the public, organisations or government towards realising the aims and objectives stated in this Article 4.
 - 4.7** To hold at least one day in each year on which the Members of the Association meet with one another to foster friendship.
 - 4.8** To generate genuine interest among Members in the wellbeing of fellow Nigerians in Victoria.
 - 4.9** To encourage a “call a friend a day” initiative amongst Members, with the aim of promoting the bond of friendship amongst Members.
 - 4.10** To be non-partisan.
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ARTICLE 5

MEMBERSHIP**5.1 Eligibility**

- (a)** Membership of the Association shall be open to any Nigerian who resides in Victoria.

- (b) Membership shall also be open to persons who are of Nigerian origin, who have a Nigerian father or mother, who have been legally adopted by a Nigerian person, or who are married to a Nigerian person.
- (c) Regular membership shall not be limited in number.
- (d) No person eligible under this Article 5.1 shall be denied admission as a Member of the Association on the basis of their caste, creed, sex, race, colour or religion.
- (e) Each regular membership shall entitle the holder to one vote at all meetings of the Members of the Association.

5.2 Cessation of Membership by Resolution

A person shall cease to be a Member of the Association where the Executive Committee resolves to that effect on any of the following grounds:

- (a) the person's conduct is inimical to the image of the Association, which includes but is not limited to criminal activities as may be determined by a court of law and by the Executive Committee;
- (b) the person is found guilty of financial misconduct or serious misconduct, and a simple majority of the Executive Committee agrees that the person be removed; or
- (c) the person behaves in a manner which is detrimental to the interest of the Association.

5.3 Cessation of Membership by Withdrawal

A Member may withdraw from the Association by giving notice in writing to the President of the Association of an intention to do so, either by hard copy letter or through the official Association Social Platform, and shall thereupon cease to be a Member. No resolution of the Executive Committee is required for a withdrawal under this Article 5.3.

5.4 Re-admission to the Association

Any person who ceases to be a Member of the Association may be re-admitted to membership as the Executive Committee may determine, by agreement of a simple majority of the Executive Committee.

5.5 Membership Register

- (a) The Association shall maintain with the Secretary a Membership Register of its Members, and shall enter therein the following particulars:
 - (i) the name, address, occupation and date of birth of each Member; and
 - (ii) the date on which a Member ceased to be a Member.
- (b) If a Member changes any of the details mentioned in Article 5.5(a), the Member shall notify the Secretary within one month of the change, and the Secretary shall thereupon enter the new details in the Membership Register. If a Member fails to notify the Secretary of any change in their details, the details in the Membership Register shall be deemed to be their details.

5.6 Rights of Members

- (a) All Members shall have the right to participate in all General Meetings, Annual Dinners and other activities, provided they fulfil such other obligations as may be required for those activities.
- (b) Only Bonafide Members shall be eligible to run for, or be nominated to, elective offices of the Association.
- (c) A Bonafide Member is a Member who qualifies for membership under Article 5.1, abides by these Bylaws, and is in Good Financial Standing, having fulfilled their required obligations. No person shall be regarded as a Bonafide Member unless and until they have fulfilled the required obligations.

ARTICLE 6

DUTIES AND POWERS OF THE EXECUTIVE COMMITTEE

- 6.1 The affairs of the Association shall be managed by an Executive Committee. Deliberate effort shall be made to reflect, as best possible, the Association's interest.
- 6.2 The Executive Committee is the supreme decision-making body of the Association in the management of its affairs, and it may amend, change or overrule any decision of standing or ad hoc committees, subject always to the powers reserved to the Members under Article 8.4 and Article 17.
- 6.3 The Executive Committee shall develop and prescribe rules of procedure for the functioning of the Association.
- 6.4 The Executive Committee shall initiate and supervise the activities of the Association for performing its functions as specified in these Bylaws.
- 6.5 The Executive Committee shall interpret these Bylaws.
- 6.6 The Executive Committee shall make the budget and incur expenditure for conducting the business of the Association.
- 6.7 The Executive Committee shall collect and accept funds for the Association by way of annual dues, donations, grants, gifts and contributions in furtherance of the aims and objectives of the Association.
- 6.8 The Executive Committee shall appoint or remove members on the recommendation of the committee or ad hoc body constituted for the purpose.
- 6.9 The Executive Committee shall establish and represent the interest of the Association as set out in these Bylaws.
- 6.10 The Executive Committee shall establish and operate both current accounts and deposit accounts with bankers in the name of the Association.

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- 6.11** The Executive Committee shall purchase, retain and sell assets of any description.
- 6.12** The Executive Committee shall establish standing, sub- or ad hoc committees for carrying out specific functions on behalf of the Association as it may deem fit, may delegate any of its powers to them, and may prescribe their functions and the proceedings to be followed.
- 6.13** The Executive Committee shall pay from the funds of the Association all proper costs and expenses incurred by the standing or ad hoc committees in establishing and administering the funds of the Association.
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ARTICLE 7

OFFICE BEARERS

7.1 Composition

- (a) Membership of the Executive Committee shall be by General Election of the Association.
- (b) The Executive Committee of the Association shall consist of the following Office Bearers:
 - (i) President
 - (ii) Vice President
 - (iii) Secretary
 - (iv) Treasurer
 - (v) Welfare Secretary
 - (vi) Diversity and Inclusion Coordinator
 - (vii) Project and Event Coordinator

7.2 Duties of Office Bearers

- (a) **President.** In addition to such other duties as may be prescribed from time to time by the Association, the President shall preside at all meetings and, in conjunction with the Executive Committee, set the meeting's agenda; and shall exercise general administrative responsibility for, and supervision of, the activities of the Office Bearers and other constituted committees.
- (b) **Vice President.** The Vice President shall assist the President in the performance of their duties and shall assume the responsibilities of the President in the event that the President is absent or the office of President is vacant.
- (c) **Secretary.** The Secretary shall conduct the correspondence of the Executive Committee, maintain communications between the Executive Committee and Members, and keep accurate minutes of all meetings. The Secretary shall summon meetings either as previously arranged, or at the direction of the President, or at the written request of not less than eight (8) Bonafide Members of the Association, at least four (4) of whom shall be

non-members of the Executive Committee. The Secretary shall also maintain the Membership Register of the Association.

- (d) **Treasurer.** The Treasurer shall keep careful accounts of the funds of the Association and submit a report upon request; shall collect dues and levies from Members and deposit them in the bank account within two (2) days of receipt; shall present a projected budget for the coming year at the AGM; and shall indicate projects that have been forwarded for consideration for funding by the Association.
- (e) **Welfare Secretary.** The Welfare Secretary shall perform welfare-related duties as may be prescribed by the President, make contact with Members from time to time to find out about their welfare, and initiate and recommend assistance where necessary.
- (f) **Diversity and Inclusion Coordinator.** The Diversity and Inclusion Coordinator shall be responsible for membership registration, and for the continuous monitoring, evaluation and benchmarking of key categories and demographics of the Members of the Association.
- (g) **Project and Event Coordinator.** The Project and Event Coordinator shall be responsible for initiating and organising all social meets of the general membership and for coordinating activities on all social media platforms of the Association.

ARTICLE 8

MEETINGS

8.1 Meetings of the Association

The meetings of the Association are the General Meeting (GM), the Emergency General Meeting (EGM), the Annual General Meeting (AGM) and the Biennial Election General Meeting (BEGM).

8.2 General Meetings

Except in unforeseen circumstances, General Meetings of the Association shall be held as follows.

- (a) From time to time as the Executive Committee may decide, or as may be petitioned by a simple majority of the Bonafide Members of the Association, but not more than four (4) times in a year.
- (b) For every GM, the Secretary shall give Members not less than twenty-one (21) days' notice.
- (c) The quorum for a GM shall consist of at least ten (10) of the Bonafide Members registered for the year, including the President, the Vice President or the Secretary.
- (d) The GM shall receive and discuss reports from the Secretary, the Treasurer and the committees.
- (e) The GM shall debate and pass resolutions on any policy matter affecting the Association.

8.3 Emergency General Meetings

There shall be Emergency General Meetings when expressly required and where there are urgent matters to be discussed. The Secretary, in consultation with the President, may summon an EGM of the Association whenever necessary, provided that:

- (a) the Secretary shall give not less than seven (7) days' notice, and the agenda shall be stated in that notice; and
- (b) the quorum at such a meeting shall consist of at least eight (8) of the Bonafide Members registered for the year, including the President, the Vice President or the Secretary.

8.4 Annual General Meeting

The Annual General Meeting shall be the principal organ of the Association and shall be held once a year, subject to at least twenty-one (21) days' notice on the Association's portal.

- (a) The Executive Committee may consider any subject or matter as may be specified in the agenda of the meeting, or referred by the Executive Committee, or raised by any Member of the Association with the permission of the President.
- (b) The AGM shall be convened and presided over by the President of the Association.
- (c) The quorum for the AGM shall be ten (10) percent of the total Bonafide Members of the Association.

8.5 Biennial Election General Meeting

The Biennial Election General Meeting shall be held every other year for the purpose of electing into office new members of the Executive Committee, subject to at least twenty-one (21) days' notice on the Association's portal. The BEGM may be held online.

- (a) The quorum for the BEGM shall be ten (10) percent of the total Bonafide Members of the Association.

8.6 Summary of Notice and Quorum

MEETING	NOTICE	QUORUM
General Meeting (GM)	21 days	At least 10 Bonafide Members, including the President, Vice President or Secretary
Emergency GM (EGM)	7 days	At least 8 Bonafide Members, including the President, Vice President or Secretary
Annual GM (AGM)	21 days	10% of total Bonafide Members
Biennial Election GM (BEGM)	21 days	10% of total Bonafide Members

8.7 General Provisions Applying to Meetings

- (a) In the case of the AGM, all questions shall be determined by majority vote of the Members of the Association present. In the case of a tie, the President shall have the right to an additional or casting vote.
- (b) In the case of any meeting other than those specified in Articles 8.2 to 8.5, all questions shall be determined by the members of the committee holding that meeting.
- (c) In certain cases the business of the Executive Committee and of standing or ad hoc committees may be carried out by circulation amongst all its respective members, and a resolution so circulated and approved by a majority of the members shall be binding, provided that at least two-thirds (2/3) approve the resolution.
- (d) The use of modern means of communication and information and communication technology, including e-mail and SMS or text messaging, shall be valid and acceptable for communicating information, meetings, approvals, issues and resolutions.
- (e) The business of meetings shall include but is not limited to:
 - (i) informal interactions;
 - (ii) receipt of reports of the Office Bearers;
 - (iii) discussion of motions received; and
 - (iv) any other business as may from time to time arise.

ARTICLE 9

ELECTIONS AND VOTING

- 9.1 Members of the Executive Committee shall be elected at a Biennial Election General Meeting of the Association.
- 9.2 For voting purposes, each Bonafide Member of the Association shall be entitled to one vote and is eligible to be voted for.
 - (a) A Member is deemed to be in Good Financial Standing if the Member has paid all annual subscriptions for prior years and all annual subscriptions for the current year.
 - (b) A Member who abides by these Bylaws and is in Good Financial Standing is a Bonafide Member for the purpose of elections and other matters relating to voting.
- 9.3 Election and voting shall be conducted by the members of the Independent Electoral Committee, or by any person so designated by the President, who have no interest in any of the offices being contested.
- 9.4 All intending contestants for the offices to be declared vacant or vied for shall indicate their interest to the Independent Electoral Committee, through the Committee's Secretary, at least twenty-one (21) days before the BEGM.

- 9.5 The notice of the BEGM shall stipulate the positions to be declared vacant and which shall be voted for at that meeting.
- 9.6 At the BEGM the quorum shall consist of no less than ten (10) percent of the Bonafide Members of the Association.
- 9.7 Any Member of the Association shall have the right to raise a motion to be voted on at the BEGM by sending the motion in writing to the Secretary no later than three (3) days prior to the meeting.
- 9.8 The Association shall elect the Office Bearers of the Executive Committee by General Election at the Biennial Election General Meeting.
- 9.9 Office Bearers shall hold office for two (2) years. All Office Bearers shall be eligible to serve no more than two (2) consecutive terms in the same office, after which the Office Bearer is only eligible for re-election into that same office after two (2) years have elapsed from the end of their previous tenure.
- 9.10 All Office Bearers are eligible to contest for a different office immediately after their tenure, provided they have not already held that different office for two (2) consecutive tenures.
- 9.11 Where an Office Bearer's position becomes vacant during the normal term of office, the Executive Committee may at its discretion opt to fill the post in one of the following ways, in this order:
 - (a) the deputy for the post, or an agreed member of the Executive Committee, may stand in for the duration;
 - (b) the Executive Committee may elect a replacement from its membership; or
 - (c) an Emergency General Meeting may be called to elect a new member to the post.
- 9.12 **Independent Electoral Committee.** The Independent Electoral Committee shall conduct the general elections of the Association in accordance with these Bylaws and subject to the following.
 - (a) Membership of the IEC shall be guided by the following procedure:
 - (i) the Executive Committee shall present seven (7) deserving Bonafide Members of the Association;
 - (ii) the Association shall nominate five (5) of the Members presented under paragraph (i) to serve as members of the IEC, through a simple majority vote; and
 - (iii) the five (5) selected Members shall choose from among themselves the Chairman and the Secretary of the IEC.
 - (b) The IEC shall decide and announce the modalities, method and rules of the elections.
 - (c) The selection and constitution of the IEC shall be completed not less than sixty (60) days before the BEGM.
 - (d) The IEC shall have the power to amend or change the guidelines or rules pertaining to the election, but not with prejudice to the general provisions of these Bylaws.
 - (e) The decision of the IEC on all election matters shall be final.

- 9.13** The Biennial Election General Meeting may be conducted online, with a specified medium and specified procedures, etiquette and order.
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ARTICLE 10

CONTRACTS AND AGREEMENTS

- 10.1** All contracts and agreements for and on behalf of the Association shall be signed by the Secretary of the Executive Committee with the consent of the President, or by any member of the Executive Committee as may be approved by the President.
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ARTICLE 11

FINANCE

- 11.1** Funds of the Association shall be lodged in a bank account in the name of the Association, provided that cheques drawn and withdrawals made shall be signed by any three (3) of the account signatories.
- 11.2** The signatories to the account shall be the President, the Vice President, the Treasurer and the Secretary.
- 11.3** The Treasurer shall be responsible for keeping accurate records of the financial transactions of the Association.
- 11.4** The Executive Committee shall be responsible for ensuring that all property and money received by or for the Association is applied for the aims of the Association.
- 11.5** The financial year of the Association shall commence on 1 January and end on 31 December.
- 11.6** The Association's sources of finance shall include annual dues, donations, contributions, special levies, gifts, endowments and profits from commercial ventures.
- 11.7** Special contributions for specific short-term purposes shall be paid directly to a Member or Members as may be specified by the Executive Committee.
- 11.8** The Executive Committee shall audit the accounts annually and present a report of the account at the Annual General Meeting.
- 11.9** Subject to the approval of the Executive Committee, stipends may be paid to Bonafide Members of both the Executive Committee and other committees as a form of encouragement.

ARTICLE 12

ANNUAL DUES

- 12.1** The annual dues shall be fixed by a General Meeting of the Association upon the recommendation of the Executive Committee.
 - 12.2** The annual dues shall become due on 1 January of each year.
 - 12.3** Payments will also be accepted throughout the year.
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ARTICLE 13

SPECIAL CONTRIBUTIONS

- 13.1** Members may from time to time be asked to contribute additional funds for special projects sponsored by the Executive Committee and approved by the general membership.
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ARTICLE 14

DISPUTE RESOLUTION

- 14.1** In the event of a dispute arising amongst Members, they shall attempt to resolve the matter between themselves, failing which it shall be referred to a three (3) member Reconciliation Committee for mediation.
 - 14.2** Should the Reconciliation Committee fail to resolve the matter, it shall be referred to the Executive Committee for final resolution.
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ARTICLE 15

RESIDUAL MATTERS

- 15.1** In all matters not specifically covered under these Bylaws, the jurisdiction and decision shall rest with the Executive Committee.

ARTICLE 16

DISCIPLINE

- 16.1** There shall be a Disciplinary Committee, to be constituted by the Executive Committee from time to time as the need arises, to look into cases of erring Members brought before it.
- 16.2** The Disciplinary Committee shall have power to take decisions on matters referred to it by the Executive Committee, and shall have the power to warn, to suspend, or to expel any Member found guilty of financial misconduct, serious misconduct or misbehaviour.
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ARTICLE 17

AMENDMENTS TO THE BYLAWS

- 17.1** Changes or additions to these Bylaws shall be made at an Annual General Meeting.
- 17.2** The proposed change shall be specified in the notice calling the meeting and shall be approved by not less than two-thirds (2/3) of the number of Members present at the meeting, in whatever medium is used to conduct the meeting.
- 17.3** Special Sessions may be called for emergency amendment of these Bylaws.
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ARTICLE 18

DISSOLUTION

- 18.1** If it becomes necessary to dissolve the Association, by reason of it being impossible to achieve the objectives for which the Association was set up, or for any other reason as may be deemed expedient, this decision must be made by no less than two-thirds (2/3) of the Bonafide Members of the Association voting in person, plus the President of the Association.

SIGNATORIES

Adopted by the Members of the Association of Nigerians in Victoria at a meeting held on _____, in accordance with Article 17.

PRESIDENT

Name

Date

SECRETARY

Name

Date

TREASURER

Name

Date