



Polish Community Council of Australia Inc.
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Sydney 25th March 2022

To the Member Organisations of the Polish Community Council of Australia

Ladies and Gentlemen

In accordance with Article VII of the Constitution of the Polish Community Council of Australia (PCCA) as well as the notification sent to Member Organisations on the 1st December 2021, the Executive Committee of PCCA wishes to inform you:

The 54th Congress of Delegates will occur on Saturday 18th June 2022
in Quest Dandenong Central, 2-10 Walker St, Dandenong VIC 3175

Pre-Congress procedures – Member Organisations of PCCA

Member Organisations and their Delegates are respectfully requested to **become familiar with and entirely honour** the following pre-congress procedures:

1. In accordance with Article V § 11 and Article XIII § 49 of the PCCA Constitution, the Executive Committee of PCCA hereby reiterates the necessity to reconcile **membership dues no later than 8 weeks prior to the Congress, that being by 22nd April, 2022.**

The payment of fees to the amount of \$120 (including GST) for every 50 members of an organisation (one (1) Mandate) is to be deposited directly into the account of: "Polish Community Council of Australia"; **Bank: CBA; BSB: 082-864, Account Number: 264817786.** Please record the name of the organisation making the payment in the relevant comment box at the time of making the deposit.

The Executive Committee of PCCA hereby informs that only timely deposits into the account of the Polish Community Council of Australia (as outlined above) will authorise Delegates' entitlement to a Mandate (please refer to Point 2 below), and that any other payment methods (e.g. cash, cheques sent by post) will not constitute a reason for being issued with a Mandate.

2. The Executive Committee of PCCA hereby reminds **Member Organisations of their obligation to provide the current number count of its financial members.** Organisations are required to submit these details **by 22nd April, 2022** using a *Statutory Declaration Form* (Part XIII, § 49 (a)). Submissions made after this date will not be considered. In the event that a member of PCCA is a Federation or an umbrella organisation of a similar nature, the above details, in the form of a

President Małgorzata Kwiatkowska, NSW
Vice President Prof. dr hab. Marian Radny, NSW
Secretary Joanna Merwart, VIC
Treasurer Marek Bartczak, NSW
Spokesperson Ita Szymańska, QLD
Website Andrzej Gołkowski, QLD
Facebook Helena Andrusiewicz

Members
Dr Robert Czernkowski, NSW
Edward Dudziński, SA
Adam Grabek, TAS
Henryk Kurylewski, QLD
Grzegorz Machnacki, VIC
Anna Niedźwiadek, WA

Coordinator of Polish Catholic Mission in AU/NZ
Fr Tadeusz Przybylak SChr, ACT
Polish Education Commission in Australia
Elizabeth Cesarski
Honorary Chairman Krzysztof Łańcucki AM, VIC
Honorary Chairman Dr Janusz Rygielski, QLD
Public Officer Mark Stawski, ACT

Statutory Declaration, ought to be provided for every separate member organisation of that Federation (or umbrella organisation of a similar nature).

3. **Proposals, motions for resolutions and proposals for additional items on the agenda of the Congress** should be forwarded to the email address of the Secretariat of the PCCA: secretary@polishcouncil.org.au **no later than 22nd April of this year**, Constitution: Part VII §20(c).
4. Details and declarations received by the due date will be forwarded to the Verification Committee for verification (Part XIII, § 49). **The Verification Committee will not issue mandates to organisations which did not reconcile their membership dues before the articulated date that being by 22nd April of this year and which do not submit a *Statutory Declaration Form* identifying the number of its financial members.**

So as to avoid any misunderstandings and to streamline the task of the Verification Committee, the Executive Committee of PCCA appeals to Member Organisations for absolute compliance with the requirements of the Constitution: Part V § 10 Obligations (c) and Part XIII § 49. The Executive Committee of PCCA also hereby reminds Member Organisations of the sanctions that may be applied in the event of not complying with the cited clauses of the PCCA Constitution (Part V § 13 (b) (iii) and § 14).

5. The Executive Committee of PCCA also hereby reminds that, in accordance with Part XIII § 49 of the PCCA Constitution, the condition of allocating Mandates after the due date for submission of membership Statutory Declaration and depositing membership fees may also submitted by organisations **until 21st May 2021**:
 - (a) **a list of delegates elected by the member organisations (1 delegate – 1 mandate),**
 - (b) **any formal, valid proxy appointments, and**
 - (c) **a list of delegates attending the Congress.**
6. **Reports and materials for distribution amongst Delegates** must be forwarded electronically to the Secretariat of the PCCA in PDF format **no later than 21st May of this year**. These include:
 - (a) Compulsory Congress Reports, i.e. reports from the President, Treasurer, Audit Committee and Arbitration Commission.
 - (b) Materials that Member Organisations of PCCA wish to share with other PCCA Member Organisations.

Pre-Congress procedures – Secretariat of the PCCA

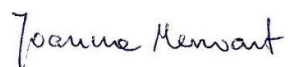
7. The Secretariat of the Executive Committee of PCCA will forward the following documents to member organisations **by the 27th May**:
 - (a) a summary list of the number of members for each organization, obtained from the member organizations on a Statutory Declaration form;
 - (b) the number of mandates awarded to each organization by the Verification Commission and information to whom was awarded the so-called “special mandate” under the PCCA’s Constitution, Part VII, § 17 (d);
 - (c) a list of registered Delegates for each member organization;
 - (d) Agenda of the 54th PCCA Delegates’ Congress (Statutes: Part VII § 20 (c)).
8. The Secretariat of the Executive Committee of PCCA will email registered Delegates with electronic PDF copies of reports from the Executive Committee of PCCA, Treasurer, Auditor, Audit Committee, Arbitration Commission, PCCA Perpetual Fund and any other materials **by the 12th June of this year**.

9. **The forwarded reports will not be read out during the Congress. Delegates ought to become familiar with the forwarded materials prior to the Congress.**

Congress Procedure

10. Congress proceedings will commence at 9am on Saturday, 18th June, 2022.

Kind regards



Joanna Merwart
Secretary