



MASTERS AND SLAVES
TOGETHER
SYDNEY

BYLAWS

3rd edition

CHAPTER BYLAWS

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1. INTRODUCTION

This document outlines the structure of Masters And slaves Together: Sydney (hereafter referred to as MAsT: Sydney) and may be amended by the Leadership Team, as needed, with the approval of a vote by Members in good standing. This document also outlines the the day to day running, procedures and policies of MAsT: Sydney.

MAsT: Sydney is a Chapter of MAsT International and is categorized under the MAsT: ANZ Region.

MAsT: Sydney is a non-profit organization subject to its policies, procedures (available from the MAsT International website), as well as MAsT: Sydney's own Code of Conduct and Bylaws (available on request).

This document adopts information from all MAsT International Policies, Procedures and Manuals.

2. PURPOSE

MAsT: Sydney provides a safe place to learn about the practise and skills associated with developing and maintaining healthy consensual Master/slave relationships within the alternative community.

MAsT: Sydney caters to all sexual orientations, sexual identities, genders, gender orientations, or gender identities for those living in or interested in a power exchange relationship dynamic.

MAsT: Sydney is part of a larger International organisation dedicated to demystifying Mastery and slavery for those in the leather/fetish/BDSM community and on a greater level, to correcting the misinformation and combating the denigration that often occurs in our larger societies with respect to such relationships.

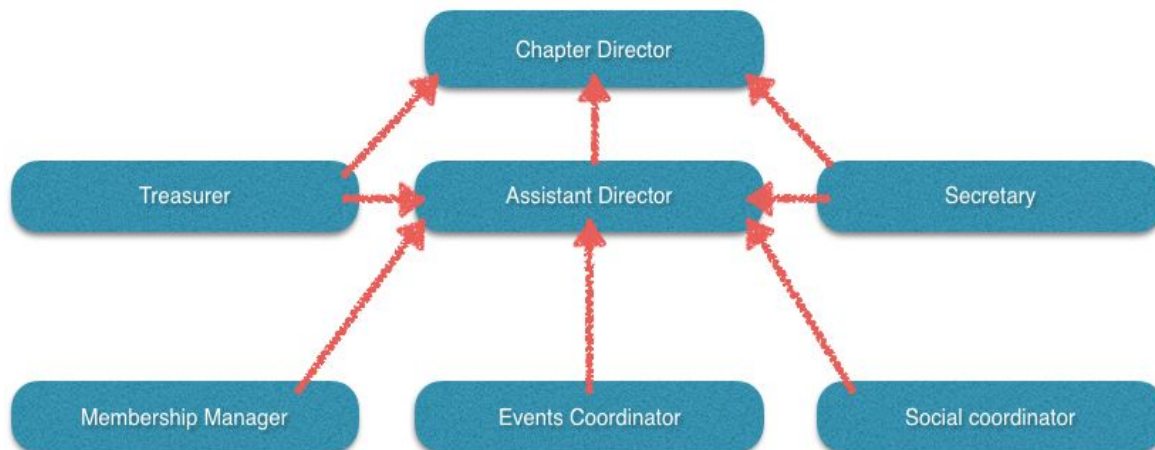
MAsT: Sydney is a non-profit organization and an ally of the LGBTIQ+ community offering support, education and fundraising to help improve services available to the LGBTIQ+ community.

3. STRUCTURE

- 3.1. MAsT: Sydney is lead by a **Chapter Director** who oversees the day to day running of the Chapter and its Leadership Team, to ensure MAsT: Sydney fulfills all requirements of MAsT International (duties are detailed in Section 4.5.1).
- 3.2. the **Leadership Team** are assigned individual responsibilities and are required to regularly report to the Chapter Director and Assistant Director (duties are detailed in Section 4.5).
- 3.3. **Members in good standing** may attend meetings, participate in discussions, etc and are eligible to vote on changes to policies, procedures and bylaws, as well as the acceptance of new members of MAsT: Sydney at meetings in which they are in attendance of.
- 3.4. **Others in attendance** are able to join meetings, as long as they sign in and agree to abide by MAsT: Sydney's Code of Conduct and Privacy Policy, however they are not eligible to vote on any matter.

4. LEADERSHIP TEAM

4.1. The Leadership Team of MAsT: Sydney is set out as follows:



4.1.1. Chapter Director

This office is required by MAsT International, the Chapter Charter is assigned in the name of this person.

4.1.2. Assistant Director

This is an elected office required by MAsT International so meetings and other commitments may continue even in the absence or illness of the Director.

4.1.3. Secretary

This is an elected office responsible for maintaining MAsT: Sydney documents as well as documenting meeting minutes.

4.1.4. Treasurer

This is an elected office responsible for all financial documentation and management as well as preparing financial reports for the AGM.

4.1.5. Events Co-ordinator

This is an elected office responsible for planning and running of events as well as procuring items required for meetings and presenters.

4.1.6. Social Co-ordinator

This is an elected office responsible for finding and booking presenters for events and meetings.

4.1.7. Membership Manager

This is an elected office responsible for maintaining records pertaining to memberships and entry to meetings, as well as assisting new members to sign up.

4.2. Personal qualities of individuals in leadership roles of MAsT: Sydney must include being seen to be:

- Respected by the M/s community
- Reliable and trustworthy
- Respects policies and procedures
- Forthright and authentic

- Willing to contribute as a team member

Those placed into leadership roles of MAsT: Sydney must have the ability/experience to:

- Attend a minimum of 8 meetings per annum
- Coach and influence others
- Communicate effectively
- Network
- Lead by example
- Think politically, for the sake of the organisation's success
- Be approachable
- Resolve conflicts
- Provide consistent positive outcomes over a period
- Establish sound working relationships and cooperative arrangements with community groups and organisations

4.3. Specific requirements for each role are listed below:

4.3.1. Chapter Director

- Must be approved by the Regional Representative
- Must demonstrate the ability to manage a group to reach desired outcomes
- Must be willing to provide support to other Leaders
- Must have the ability to set and achieve deadlines
- In order to avoid a conflict of interest the Chapter Director may not be in a leadership position of any sort for any other BDSM, Fetish, Leather, or other alternative organisation
- Jointly, with the Leadership Team, conduct official correspondence of MAsT, maintain official records and documents, and ensure compliance with federal, state and local regulations

4.3.2. Assistant Director

- Must be elected by the Leadership Team
- Should the Chapter Director resign, the Assistant Director must be willing to apply to the regional representative for MAsT: ANZ to become Chapter Director
- Must be able to stand in for all other Leaders as well as Chapter Director if needed
- Must demonstrate the ability to collect and organise information from other Leaders
- Must be able to work closely with the Director to ensure the success of the Chapter

4.3.3. Treasurer

- Must be elected by the Leadership Team
- Must have experience maintaining financial accounts in a business format
- Must demonstrate the ability to collect and organise information from other Leaders
- Must demonstrate integrity and honesty in all financial matters

4.3.4. Secretary

- Must be elected by the Leadership Team
- Must have experience in administration
- Must have experience taking minutes for meetings
- Must be willing to provide support to other Leaders
- Jointly, with the Leadership Team, maintain official records and documents in a timely manner
- Must demonstrate the ability to collect and organise information from other Leaders

4.3.5. Events Co-ordinator

- Must be elected by the Leadership Team

- Must have experience organising events
- Must be able to liaise on behalf of MAsT: Sydney
- Must be able to procure items required to facilitate presenters at MAsT: Sydney meetings

4.3.6. Social Co-ordinator

- Must be elected by the Leadership Team
- Must be able to liaise on behalf of MAsT: Sydney
- Must have good relationships within the local M/s, D/s, BDSM, Leather and alternative communities

4.3.7. Membership Manager

- Must be elected by the Leadership Team
- Must demonstrate the ability to collect and organise information from other Leaders
- Must be able to work closely with the treasurer and secretary
- Must demonstrate integrity and honesty in all financial matters
- Must have experience in administration
- Must have good relationships within the local M/s, D/s, BDSM, Leather and alternative communities

4.4. Terms of office

All Leadership roles including Chapter Director will be for a term of 5 years

- 4.4.1. In the event that a Leader or Chapter Director steps down from their position, a vote will take place to fill the position.

4.5. Officer duties

The below section outlines the responsibilities of roles within the leadership team, including Chapter Director.

4.5.1. Chapter Director

- Diligently and honourably represent MAsT: Sydney
- Responsible for completing Chapter renewal
- Ensure all reports and communications to MAsT International are correct and provided in a timely manner
- In order to safeguard MAsT: Sydney's future success, must be will to exercise the power of Veto of any decision
- Responsible for managing all other leadership roles to ensure they are being fulfilled according to MAsT: Sydney Bylaws and providing support where necessary
- Delegate Offices/Directors to fulfill duties in case of absence
- Co-ordinate with other MAsT Chapters as it is useful to MAsT: Sydney
- Approve any necessary Chapter expenses
- Co-ordinate all votes at meetings
- Attend at least 8 meetings per year

4.5.2. Assistant Director

- Diligently and honourably represent MAsT: Sydney
- Act as a primary contact for all MAsT: Sydney business including MAsT International
- Communicate and organise other leaders of the leadership team in order to ensure timelines set by the Chapter Director are met
- Manage other leadership roles to ensure they are being fulfilled according to MAsT: Sydney Bylaws and providing support where necessary
- Maintaining possession of Chapter Charter documentation and all other written records (including advertising material) of MAsT: Sydney

- Moderate all online groups
- Answer Chapter correspondence
- Compose and send reports to MAsT International as required.
- Promote MAsT: Sydney at other venues/organisations/events
- Assume duties of other Offices/Directors in the case of their absence
- Delegate Offices/Directors to fulfill duties in case of absence.
- Attend at least 8 meetings per year

4.5.3. Treasurer

- Diligently and honourably represent MAsT: Sydney
- Keep accurate and up to date financial records for the Chapter (as outlined in section 5.6)
- Provide financial reports at the AGM
- Provide all financial records upon request
- Reimburse members for approved Chapter expenses
- Advise Chapter Director and Assistant Director in all financial matters balancing frugality with necessity and purpose
- Obtain money orders and disburse other approved funds as necessary
- Collect any money from the Membership Manager at the end of every monthly meeting
- Co-ordinate with the Secretary and Membership Manager to maintain accurate Membership lists
- Attend at least 8 meetings per year

4.5.4. Secretary

- Diligently and honourably represent MAsT: Sydney
- Be willing to fill in/assume the duties of other Offices/Directors in their absence
- Take notes during meetings (in keeping with the MAsT: Sydney Confidentiality Policy)
- Provide meeting minutes to the Assistant Director at the end of every monthly meeting
- Email Members in good standing their monthly meeting reminders and minutes of the previous meeting
- Co-operate with the Membership Manager to maintain an up to date Membership list
- Communicate to the Membership Manager which Membership Dues are to be paid
- Prepare election ballots
- Maintain all documentation and reports pertaining to MAsT: Sydney.
- Promote MAsT: Sydney at other venues/organisations/events
- Moderate all online groups
- Attend at least 8 meetings per year

4.5.5. Events Co-ordinator

- Diligently and honourably represent MAsT: Sydney
- Take responsibility for meetings staying on schedule and following chapter guidelines.
- Book all venues for meetings
- Arrive before meetings and set up the meeting room for use
- Facilitate Presenters to ensure they are equipped with everything they need to present their topic
- Responsible for knockout to ensure the rooms are left in the same state as to which they were provided
- Be willing to fill in/assume duties of other Offices/Directors in their absence
- Promote MAsT: Sydney at other venues/organisations/events
- Moderate all online groups
- Attend at least 8 of meetings per year

4.5.6. Social Co-ordinator

- Diligently and honourably represent MAsT: Sydney
- Responsible for attracting and booking presenters to lead discussions at MAsT: Sydney meetings
- Communicate to Event Co-ordinator any equipment or facilities required for Presenter
- Network with other groups and organisations for the benefit of MAsT: Sydney
- Be willing to fill in/assume the duties of other Offices/Directors in their absence
- Promote MAsT: Sydney at other venues/organisations/events
- Moderate all online groups
- Attend at least 8 of meetings per year

4.5.7. Membership Manager

- Diligently and honourably represent MAsT: Sydney
- Help potential Members to fill out Membership forms
- Promote to potential Members, the benefits of Membership
- Keep all personal information collected confidential (in line with the MAsT: Sydney confidentiality Policy)
- Provide all Membership forms to the Secretary at the end of every monthly meeting
- Communicate with the Secretary and Treasurer to maintain an up to date Membership list
- Display a copy of the Code of Conduct and Confidentiality Policy on the sign in table
- Is Responsible for making sure all Attendees complete a entry on the sign in sheet
- Keep accurate financial records pertaining to Membership Dues and meeting fees for all Attendees
- Provide all money collected to the Treasurer at the end of every monthly meeting
- Be willing to fill in/assume the duties of other Officers in their absence
- Promote MAsT: Sydney at other venues/organisations/events
- Moderate all online groups
- Attend at least 8 of meetings per year

4.6. Director & Officer elections

All Directors and Offices of the Leadership Team will be appointed by election, the Officer or Director vacating the position is required to nominate a suitable replacement, at this time others (including Members in good standing) interested in taking on the position may be added to the ballot. The new Officer/Director will be decided by a secret ballot from among the remaining Leadership Team.

All elected Officers and Directors are subject to approval from the Regional Representative for MAsT: ANZ and MAsT International.

- 4.6.1. The Chapter Director is ineligible to vote, however they do have the power of veto if an unsuitable candidate is elected.
- 4.6.2. If the Chapter Director has stepped down the new Chapter Director will be elected by the secret ballot.
- 4.6.3. If an elected Officer or Director is rejected by the Chapter Director, the Regional Representative for MAsT: ANZ, or MAsT International, then a new ballot will be conducted with the previously elected candidate removed from the ballot.

4.7. Removal of Officers or Directors

Any Officer or Director may be removed from office if the requirements for that office (**outlined in section 4.3 & 4.5**) are not maintained.

In order to remove an Officer/Director a **vote of no confidence** may be communicated, by any Member in good standing, to a member of the Leadership Team. That Officer/Director must

bring the vote of no confidence and its reasons to the attention of all Officers and Directors. The Officer/Director in question will be given an opportunity to justify their actions and refute any allegations, after which a secret ballot between the other members of the Leadership Team will determine if the vote is upheld, and the Officer/Director removed.

- 4.7.1. If the vote of no confidence is upheld the Officer will not nominate a replacement, and the other members of the Leadership Team are required to advertise the vacant position at the next available opportunity. After a time of one month a secret ballot between the Leadership Team (as outlined in section 4.6) will determine the successful candidate.
- 4.7.2. The Chapter Director is ineligible to vote on matters of no confidence, however the Chapter Director does have the power of veto if they feel the future of the Chapter is under threat.

4.8. Removal of Chapter Director

A Chapter Director may be removed from office by MAsT International if the requirements for that office (outlined in section 4.5.1 and MAsT International Policy Manual) is not maintained.

In order to remove a Chapter Director from office, the MAsT Complaint Form (found in the MAsT International Policy Manual, Addendum I, and obtained from www.mast.net) must be filled out and submitted to www.mast.net/complaints or by mailing the Form to:

*Office of Complaints
MAsT International, Inc.
PO Box 19636
Portland, OR 97219*

- 4.8.1. MAsT International and the Regional Representative for MAsT: ANZ will be responsible for investigating and determining the outcome.

5. CHAPTER BUSINESS

5.1. Guidelines

MAsT: Sydney is a pansexual group which caters to all sexual orientations, sexual identities, genders, gender orientations, or gender identities for those living in or interested in a power exchange relationship dynamic. We respect all consensual power exchange relationship dynamics without judgment.

MAsT: Sydney offers a foundation of community support, discussion and education for the Sydney M/s, D/s and Leather communities. All who wish to participate in meetings are required to agree to uphold the MAsT: Sydney Code of Conduct and Confidentiality Policy before the beginning of each meeting, this ensures that discussions are respectful and allows attendees to talk honestly about their experiences. Meeting discussions are confidential and never to be shared or revealed outside the Sydney Chapter.

MAsT: Sydney endeavours to provide a safe place to learn about the practise and skills associated with developing and maintaining healthy and consensual M/s relationships within the alternative community.

MAsT: Sydney is a non profit organization and an ally of the LGBTIQ+ community offering support, education and fundraising to help improve services available to the LGBTIQ+, M/s, D/s and Leather communities.

5.2. Monthly meetings

MAsT: Sydney meetings will be held on the second Sunday of each month.

5.2.1. Meeting Structure

- Tea and coffee
- Chapter Director reads commencement statement
- Notifications & Announcements as read by Events Coordinator
- Treasurer reports on Chapter finances
- Introduction of new members
- Welcome to presenters/special guests
- Presentation
- Break for tea & coffee
- Discussion
- Other Chapter Business
- Closing of meeting
- Knock-Out

5.2.1.1. The only exceptions to the meeting structure or meeting schedule is the Annual General Meeting (AGM), Meet & Greets as well as the end of year celebration.

5.3. Social network groups

All social network groups created by the MAsT: Sydney leadership team will be moderated by all members of the leadership team, including the Chapter Director

5.3.1. All information provided by MAsT: Sydney is subject to MAsT International guidelines as laid out in the MAsT International policy manual and Brand ID Manual.

5.4. Reporting to MAsT International

The Secretary/Assistant Director will be responsible for completing and submitting all required reports to MAsT International within 7 days of being requested. The Assistant Director will be

responsible for informing the leadership team of which reports are required by MAST International and communicating deadlines.

5.5. Chapter registration renewal

The Chapter Director will be responsible for coordinating with the Treasurer and applying for the renewal of the MAST: Sydney Chapter Charter in addition to associated fees at the beginning of every calendar year, and ensuring it is implemented before the 1st of February.

5.6. AGM

The AGM must be conducted before the end of financial year to ensure that any surplus is donated to a relevant a charity or organisation.

5.6.1. Standing Items for AGM are as follows:

- Year in review
- Financial reports
- Review of Membership dues and meeting fees
- Any changes to bylaws, codes or policies
- Decision on allocation of any financial surplus
- Decision on end of year celebrations

6. CHAPTER FINANCES

6.1. Non profit status

MAsT: Sydney is a non profit organisation; any financial surplus at the end of the financial year is to be donated to an organisation to be determined at the AGM by means of a membership vote.

6.2. Compensation

MAsT: Sydney Treasury will reimburse any costs associated with the running of the Chapter.

- 6.2.1. All purchases to be reimbursed must be approved by the Chapter Director/Assistant Director before applying to the Treasury for reimbursement.
- 6.2.2. In order to be reimbursed and assist with accurate account keeping, a record of the transaction (i.e. receipt) must be provided to the Treasurer before financial reimbursement can occur.
- 6.2.3. Any request for reimbursement must be submitted to the Treasurer within 12 months from date of purchase.

6.3. Chapter dues

The Chapter Director and Treasurer will cooperate in order to apply for the renewal of the MAsT: Sydney Chapter Charter and its associated fees at the beginning of every calendar year.

6.4. Collection of Membership fees

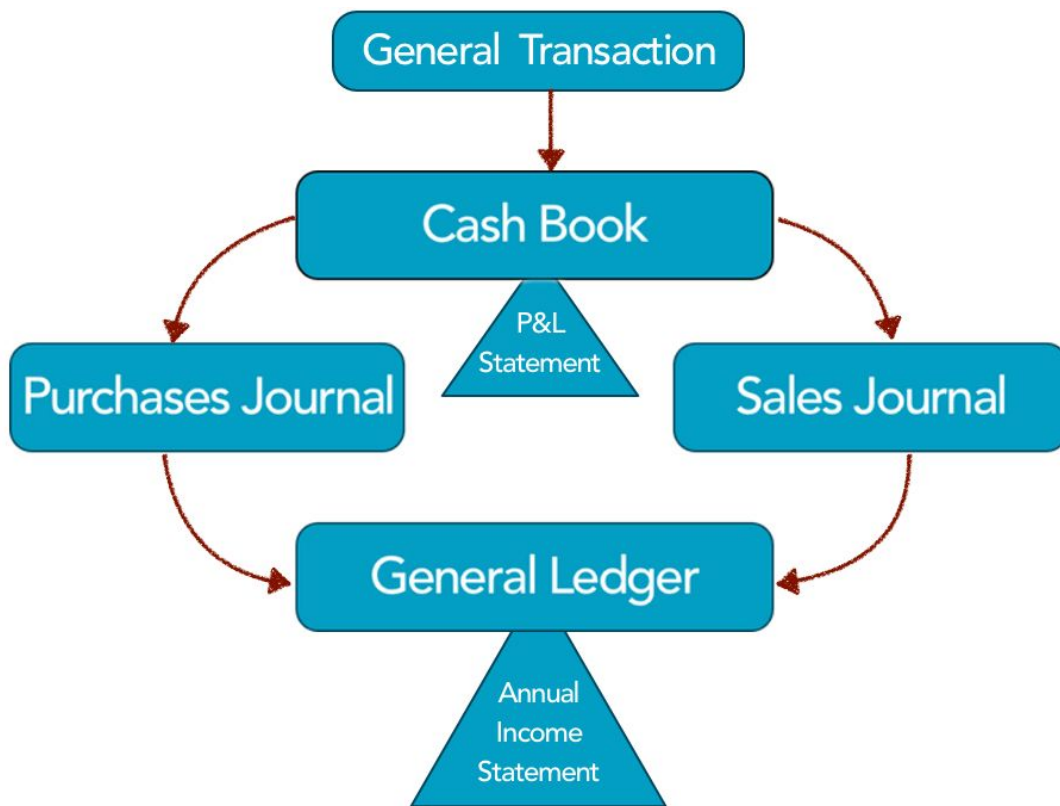
The Treasurer will be responsible for collecting all money from the Membership Manager and entering this into the financial records at the end of every monthly meeting.

6.5. End of year donation

MAsT: Sydney is a non profit organisation; any financial surplus at the end of the financial year is to be donated to an organisation to be determined at the AGM by means of a membership vote.

6.6. Accounting System for MAsT: Sydney

All book keeping is to be done by the Treasurer, as they are responsible for accurate financial records for MAsT: Sydney.



This accounting system has been designed as a cash based accounting system, requiring all transactions to be entered into the **Cash Book** before being separated out between the **Purchases Journal** and **Sales Journal**, at the end of each month. The total for that month for both the **Purchase Journal** and **Sales Journal** will be entered into the **General ledger** which will compile an annual total.

All Financial Records are to be maintained diligently in the format requested by the Chapter Director.

MAST: International, the Regional Representative for MAsT: ANZ, or any MAsT: Sydney Member in good standing may request to see financial records, any documents requested must be supplied within 7 days.

6.6.1. Books, Journals and Ledgers

- **Cash Book**
Is to be used to record all transactions of money that has been paid or received by MAsT: Sydney only after money has changed hands.
- **Purchases Journal**
This Journal is used to record all the purchases (and any refunds of purchases) made by MAsT: Sydney such as printing fees, tea and coffee, stationery etc. Any such transactions recorded in the Cash Book must be copied into the Purchases Journal.
- **Sales Journal**
This Journal is used to record all the sales (and any refunds of sales) made by MAsT: Sydney such as meeting fees, membership dues etc. Any such transactions recorded in the Cash Book must be copied into the Sales Journal.
- **General Ledger**
This contains a summary of monthly totals from the Purchases and Sales Journals in order to keep a running total for the financial year.

6.6.2. **Financial Reports**

- **Profit & Loss Statements**

The P&L Statement is a summary of all money paid and received by MAsT: Sydney and should be completed Monthly. The purpose of this report is to quickly show the monthly financial balance and break down of income v's cost. This financial report must be kept on file and supplied upon request

- **Annual Income Statement**

Is a detailed report categorising all purchases, expenses, sales, and revenue for the financial year. Its purpose is to help MAsT: Sydney determine what generates money (i.e. membership dues) and how much, as well as to identify what the costs are (i.e. annual room hire), so that they may be investigated in order to determine if costs can be minimised.

7. MEMBERSHIP

7.1. Member screening procedure

All those who apply for membership to MAsT: Sydney must be vouched for by at least 3 Members in good standing in order to have their membership application approved.

7.1.1. Should there be less than 25 members in good standing, the membership application process will be waived until such a time as membership numbers increase above 25.

7.2. Membership

Membership will be granted for a determined period after which time, the member will be required to fill out a membership renewal form, and pay the associated fees.

7.2.1. Members are entitled to:

- Free entry to all MAsT: Sydney meetings
- Entry to closed meetings
- Vote on all policy, code or bylaw changes
- Receive Email reminders about the next meeting
- Receive a monthly Email detailing minutes of the previous meeting.

7.2.2. **Infinity Memberships**

These special Memberships will be used to show appreciation for those who have helped contribute to the running of MAsT:Sydney and ensure a continued interest in the Chapters success.

- Offered to those who have held a leadership position within MAsT:Sydney for 5 years
- As there is no expiry they will incur no renewal fees
- The Member Numbers of those who hold Infinity Memberships will be retired so as to preserve that Member and their contributions in the history of MAsT:Sydney

7.3. Membership fees

Membership fees are to be paid to the Membership Manager before participating in any meetings.

7.3.1. Membership prices

- 6 month membership \$20
- 12 month membership \$30

7.4. Voting

All members in good standing are entitled to vote on all bylaw, policy, Code of Conduct, etc changes. Such votes will take place at the AGM, and monthly meetings as required. Members are not entitled to vote upon changes to Leadership positions. Members are encouraged to state their opinions and provide input and may request to be added to the Ballot required to elect a new Officer/Director, however only the remaining Leadership Team may vote on the election of a new Officer/Director (as stated in section 4.6).

7.4.1. The Chapter Director for MAsT: Sydney is entitled to Veto any decision as voted by the membership to ensure future success of MAsT: Sydney.

7.4.2. In the event a decision is Vetoed by the Chapter Director, a new vote must take place with the Vetoed decision excluded.

7.5. Suspending or removing a member

Members who violate the Code of Conduct or Confidentiality Policy of MAST: Sydney may have their membership suspended or revoked at the discretion of the Chapter Director.

- 7.5.1. Those who have their memberships to MAST: Sydney suspended may re-apply for membership, as outlined in the Member Screening Procedure (see section 7.1) after a suspension term of 3 months.
- 7.5.2. Those who have their membership to MAST: Sydney revoked may not re-apply for membership for a period of 12 months, at which time if they wish to re-apply for membership, they must apply directly to the Chapter Director of MAST: Sydney for approval to undergo the Member Screening Procedure to gain membership once more.

7.6. Membership database management

- The Membership Manager will be responsible for ensuring all membership fees are collected prior to the commencement of the monthly meetings.
- The Secretary will be responsible for maintaining an up-to-date membership listing, and conferring the necessary details to the Membership Manager.
- The Membership Manager will collect all membership application forms, and provide them to the Secretary
- The Secretary will enter all details into the membership database.

8. LOGO

Please refer to the current Brand ID Manual/MAST International Policy Manual Sections regarding the use and appearance of all applicable MAST Logos. Only approved Logos may be used in connection to MAST: Sydney.

9. MAST: SYDNEY WEBSITE AND ONLINE ACCOUNTS

9.1. Email mastsydney.info@gmail.com

All correspondence within the MAsT: Sydney Email account must be held confidential and is not to be disclosed in any form to anyone outside of the Chapter Director or Leadership Team.

9.2. Website Domain: www.mastsydney.info

The MAsT: Sydney website is to be maintained regularly by the Assistant Director to ensure content is current and relevant

9.3. Social media

MAST: Sydney's online presence is moderated and maintained by the Leadership team so as to protect the reputation of MAsT: Sydney.

9.4. Cloud Storage

All cloud storage is maintained, administered and monitored by the Leadership team of MAsT: Sydney. Files stored in cloud storage may be accessed by members of the Leadership team as needed to run the MAsT: Sydney Chapter. These files are only to be shared within MAsT: Sydney and MAsT International as required.

10. COMPLAINT RESOLUTION

- 10.1. Serious complaints involving alleged criminal activity should be referred to law enforcement agencies, especially when there is any suggestion that the victim in the situation may have been injured or may be in physical danger.
- 10.2. All other complaints should be brought to the attention of the Chapter Director who is responsible for acting in the best interest of the MAsT: Sydney Chapter.
- 10.3. If you feel that the Chapter Director is unable to resolve your complaint, or you are unsatisfied with the resolution you may choose to further the complaint to MAsT International via the complaint form found in the MAsT International Policy Manual (Addendum I) which may be obtained from the MAsT International website (www.mast.net)

11. CONTACT INFORMATION

All Officers and Directors are required to provide up to date contact information to MAsT International thru the provided Dashboard. The Assistant Director is responsible for ensuring that all contact information for Officers, Directors and Regional Representatives is relevant. All Officers and Directors must inform the Assistant Director of any changes to the contact information they have provided.

12. MAST: SYDNEY CALENDAR

Important events on the MAsT: Sydney calendar are as follows:

- January 1st - Chapter renewals and renewal fee is due
- June meeting - AGM
- December meeting - End of Year Celebration!

13. ACKNOWLEDGEMENTS

The First edition of the MAsT: Sydney Bylaws was adapted from the MAsT: Melbourne Bylaws as well as information contained within the MAsT International Policy Manual. Master Shane, DC, Master Nick, Munchkin, Cin and DJ helped to develop this first edition to guide the future success of the MAsT: Sydney chapter.

MAsT Sydney would like to thank MAsT: Melbourne and the Regional Representative for MAsT: ANZ Kim Debron for their assistance in the formation and development of MAsT: Sydney and its Policies.

14. DEFINITIONS

- **AGM**

Annual General Meeting, a Yearly meeting of MAsT: Sydney for Members in good standing, to vote on policy changes, decide where to donate any annual surplus, and report on the years events.

- **Alternative community**

Encompassing M/s, Ds, Leather, Fetish, BDSM, power exchange and LGBTIQ+ lifestyles

- **Attendees**

A term referring to any person participating in a MAsT: Sydney meeting

- **Chapter Director**

Chapter Director is a stand alone position appointed by MAsT International. The Chapter Director ensures the future success of the Chapter and stands above the Leadership team. The Chapter Director is not eligible to vote on any matter, however they do have the right to veto any decision that threatens the future success of the Chapter, (for more information please see section 4.5.1).

- **Code of Conduct**

A Document outlining the appropriate behaviour of persons participating in a MAsT: Sydney Meeting.

- **Confidentiality Policy**

A Document stating that all discussions and information of persons participating in MAsT: Sydney Meetings are to be kept Confidential

- **Director**

A term referring to the positions of Chapter Director/Assistant Director (individual responsibilities are outlined in section 4.5). The directors are included in the Leadership Team however only the Assistant Director may vote by secret ballot to elect new Officers, or Chapter Director should a position become vacant

- **Knockout**

Referring to packing up and tidying of a space after a MAsT: Sydney event

- **Leadership Team**

A term referring to all Officers and Directors, excluding Chapter Director (individual responsibilities are outlined in section 4.5). The Leadership Team must vote by secret ballot to elect new Officers, Directors or Chapter Director should a position become vacant.

- **LGBTIQ+**

A broad term referring to the Lesbian, Gay, Bisexual, Transgender, Intersex, Queer and similar communities

- **M/s**

A broad term for the purposes of MAsT: Sydney encompassing any consensual power exchange relationship not only exclusively Master/slave

- **MAsT: ANZ**

A Region of MAsT International encompassing Australia and New Zealand

- **MAsT: Sydney**

A Local Chapter of MAsT International operating within Sydney

- **Members in good standing**

Members that have paid their fees and currently hold a valid MAsT: Sydney Membership, Members in good standing have the right to vote on all Policy, Code and bylaw changes.

- **Non profit**

No Member, Officer, or Director including Chapter Director may directly profit from MAsT: Sydney, nor receive payment or salary for their efforts. Members, Officers, Directors, Chapter Director and others may be reimbursed for approved purchases with proof of purchase. Any surplus at the end of the financial year must be donated to a charity or other organisation with the purpose of supporting the M/s, D/s, Leather, Fetish, BDSM and LGBTIQ+ communities.

- Officer

A term referring to the positions of Treasurer, Secretary, Membership Manager, Event Co-ordinator or Social Co-ordinator (**individual responsibilities are outlined in section 4.5**). The Officers are included in the Leadership Team and must vote by secret ballot to elect new Officers, Directors or Chapter Director should a position become vacant.

- Pansexual group

Refers to allowing all sexual orientations, sexual identities, genders, gender orientations, or gender identities to participate without discrimination.

- Vote of no confidence

A statement that a person or persons in an Officer, Director or position of Chapter Director is no longer deemed fit to hold that position because they are inadequate in some respect, failing to carry out obligations, or unable/willing to make decisions that are required for the success of the MAsT: Sydney Chapter.

15. ADDENDUMS

There are no addendums at this time.

16. RECORD OF REVISIONS

16.1. The first edition of the MAsT: Sydney Bylaws was adopted by the Leadership Team including the Chapter Director of MAsT: Sydney on March 10, 2017.

16.1.1. **2nd ed** - Actioned 04/06/17

Any request for reimbursement must be submitted to the Treasurer within 12 months from date of purchase.

16.1.2. **3rd ed** - Actioned 03/6/18

7.2.2 Infinity Memberships

These special Memberships will be used to show appreciation for those who have helped contribute to the running of MAsT:Sydney and ensure a continued interest in the Chapters success.

- Offered to those who have held a leadership position within MAsT:Sydney for 5 years
- As there is no expiry they will incur no renewal fees
- The Member Numbers of those who hold Infinity Memberships will be retired so as to preserve that Member and their contributions in the history of MAsT:Sydney