

Constitution for  
ATHELSTONE FOOTBALL CLUB INCORPORATED

## REVISION STATUS

This sheet is to provide a record of amendments/additions made to this document. It is to be placed immediately following the Title Page.

### REVISIONS ISSUED

Revision	Date	By	Amendment to Section
0	26.02.2018	S Young	Constitution approved by AGM attendees
1	23.03.2019	S Young	Sections 2.1, 10.1, 10.2 and 14.6 amended to reflect inclusion of a Junior Football Club representative on the Management Committee. Change approved by AGM attendees
2	10.03.2020	S Young	Section 10.2 amended to remove requirement for junior and senior football management roles to be filled by a committee member. Change approved by AGM attendees

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**DRAFT**

**ASSOCIATIONS INCORPORATION ACT 1985 (SA)**

**CONSTITUTION**

**of**

**ATHELSTONE FOOTBALL CLUB INCORPORATED**

**1. NAME OF ASSOCIATION**

The name of the incorporated association is "ATHELSTONE FOOTBALL CLUB INCORPORATED" ("Club").

**2. DEFINITIONS AND INTERPRETATION**

**2.1 Definitions**

In this Constitution unless the contrary intention appears:

**"Act"** means the *Associations Incorporation Act 1985 (SA)*.

**"Annual General Meeting"** means a meeting of the kind described in clause 18(a).

**"Appointed Committee Member"** means a committee member appointed under clause 12.

**"Casting vote"** means that the chairperson of the meeting has an extra vote to decide an issue when the votes on each side are equal.

**"Committee"** means the body consisting of the Committee Members and constituting the committee for the purposes of the Act.

**"Constitution"** means this constitution of the Club.

**"Committee Member"** means a member of the Committee and includes Elected Committee Members and Appointed Committee Members and any person acting in that capacity from time to time appointed in accordance with this Constitution.

**"Elected Committee Member"** means a committee member appointed under clause 11.

**"Financial year"** means the year ending on the next 31 December following incorporation and thereafter a period of 12 months commencing on 1 January and ending on 31 December each year.

**"General Meeting"** means a general meeting of Members and includes the Annual General Meeting or any Special General Meeting.

**"Intellectual Property"** means all rights subsisting in copyright, business names, names, trademarks (or signs), logos, designs, equipment including computer software, images (including photographs, videos or films) or service marks relating to the Club or any activity of or conducted, promoted or administered by the Club in South Australia.

**"Life Member"** means an individual appointed as a life member of the Club under clause 5.

**"Management Committee"** means the collective name for the elected committee portfolios of President, Secretary and Treasurer. This group has no additional rights over other Elected or Appointed Committee Members.

**“Member”** means a member for the time being of the Club.

**“Objects”** means the objects of the Club in clause 3.

**“Ordinary Member”** means a person admitted as an ordinary member of the Club under clause 5.

**“Ordinary Resolution”** means:

- (a) at a meeting of Members, a resolution passed at a General Meeting by a majority of Members present, entitled to vote and voting; or
- (b) at a meeting of the Committee or a committee of the Committee, a resolution passed by a majority of those present, entitled to vote and voting.

**“Regulation”** means a rule, regulation, by-law or policy made by the Committee under this Constitution.

**“RSO”** means South Australian Amateur Football League.

**“Seal”** means the common seal of the Club.

**“Special General Meeting”** means a general meeting of Members convened in accordance with clause 19.

**“Special Resolution”** means a resolution passed at General Meeting of the Members if:

- (a) at least 21 days written notice specifying the intention to propose the resolution as a special resolution has been given to all Members; and
- (b) it is passed at a duly convened meeting of the Members by a majority of not less than three-quarters of Members present, entitled to vote and voting.

**“Sport”** means the sport of Australian Football.

**“SSO”** means South Australian National Football League.

## **2.2 Interpretation**

In this Constitution:

- (a) a reference to a function includes a reference to a power, authority and duty;
- (b) a reference to the exercise of a function includes, where the function is a power, authority or duty, a reference to the exercise of the power or authority of the performance of the duty;
- (c) words importing the singular include the plural and vice versa;
- (d) words importing any gender include the other genders;
- (e) persons include corporations and bodies politic;
- (f) references to a person include the legal personal representatives, successors and permitted assigns of that person;
- (g) a reference to a statute, ordinance, code or other law includes regulations and other statutory instruments under it and consolidations, amendments, re-enactments or

replacements of any of them (whether of the same or another legislative authority having jurisdiction); and

- (h) unless the contrary intention appears, a requirement that something is in writing will be met if it is produced by electronic, photographic, lithographic or other means by which it can readily be read and reproduced.

### **2.3 Resolutions**

Where this Constitution requires or permits a decision to be made or a resolution to be passed by a General Meeting, the Committee or a sub-committee of the Committee, the decision may be made or the resolution may be passed by Ordinary Resolution unless either this Constitution or the Act requires otherwise.

### **2.4 The Act**

- (a) Words and phrases which are defined in the Act and which are not specifically defined in clause 2.1 above have the same meanings in this Constitution as they do in the Act.
- (b) Model rules under the Act are expressly displaced by this Constitution.

## **3. OBJECTS OF THE CLUB**

The Objects of the Club are to:

- (a) encourage, promote and advance the Sport throughout South Australia;
- (b) enter teams of Members in competitions in the Sport;
- (c) affiliate with the RSO and SSO;
- (d) maintain and enhance the reputation of the Sport and the standards of play and behaviour of Members; and
- (e) undertake and or do other things or activities which are necessary, incidental or conducive to the advancement of these Objects.

## **4. POWERS OF THE CLUB**

For furthering the Objects, the Club has:

- (a) the specific rights, powers and privileges conferred on it by Section 25 of the Act.

## **5. MEMBERS**

### **5.1 Categories of Members**

The Members of the Club consist of:

- (a) Life Members; and
- (b) Ordinary Members.

### **5.2 Admission of Members**

- (a) A candidate for membership must apply to the Committee in writing.
- (b) The application must:

- (i) be in a form approved by the Committee;
- (ii) contain full particulars of the name and address and contact details of the applicant; and
- (iii) contain any other information prescribed by Regulation for an application for membership.

### **5.3 Discretion to accept or reject application**

- (a) The Committee Members may accept or reject an application whether the applicant has complied with the requirements in clause 5.2 or not. The Committee Members are not required, nor can they be compelled to provide, any reason for rejection.
- (b) Membership begins on the later to occur of:
  - (i) acceptance of the application by the Committee Members; or
  - (ii) payment of any fees payable by the new Member.

### **5.4 Life Members**

- (a) Life Membership is the highest honour that can be bestowed by the Club for longstanding and valued service to the Sport in South Australia.
- (b) Any Member may nominate a person for Life Membership by notice in writing to the Committee. A nomination made under this clause must include a written report outlining the history of services of the nominee.
- (c) The Committee shall appoint a sub-committee to review any nominations received and make recommendations to the Committee with regards to acceptance or rejection of said nominations. The Committee will then ratify the recommendation with a view to awarding Life Membership at the annual awards dinner. The composition of the Nominations Review sub-committee is prescribed by Regulation.
- (d) A Life Member has all the rights of an Ordinary Member.
- (e) A Life Member cannot be required to pay fees or subscriptions (other than fees that are required to be paid to play in a team representing the Club).

### **5.5 Obligations of Members**

Each Member must:

- (a) treat all staff, contractors and representatives of the Club and the RSO and SSO with respect and courtesy at all times;
- (b) maintain and enhance the standards, quality and reputation of both the Club and the Sport; and
- (c) not act in a manner unbecoming of a Member or prejudicial to the Objects or the interests or reputation of the Club, the RSO and SSO or the Sport.

### **5.6 Register of Members**

- (a) The Club must keep and maintain a register of Members in accordance with the Act.
- (b) In addition to the information required by the Act, the Register may contain such other information as the Committee considers appropriate.

- (c) Members must provide the Club with the details required by the Club to keep the register complete and up to date.

#### **5.7 Effect of Membership**

- (a) This Constitution constitutes a contract between each of the Members and the Club and each Member is bound by this Constitution and the Regulations.
- (b) Each Member is also bound by the rules and regulations governing competitions in which the Member participates.
- (c) Each Member authorises the Club to apply on the Member's behalf for the Member to be admitted to membership of the RSO and SSO.

### **6. CESSATION OF MEMBERSHIP**

#### **6.1 General**

A Member ceases to be a Member of the Club if:

- (a) the Member dies;
- (b) the Member resigns from membership in accordance with clause 6.2; or
- (c) the Member is expelled from the Club under clause 6.3.

#### **6.2 Notice of Resignation**

A Member may resign from membership of the Club on one month's notice in writing to the Club. A resigning Member is liable for any outstanding fees or subscriptions which may be recovered as a debt due to the Club.

#### **6.3 Expulsion for breach**

- (a) Subject to clause 6.3(c) but despite anything contained in any Regulation made under clause 7(a), the Committee may expel a Member from membership of the Club if, in the opinion of the Committee, the Member has materially breached any of its obligations under this Constitution or the Regulations.
- (b) The Committee may, in its discretion, convene a judiciary committee under clause 7(c) to hear and determine an allegation that a Member has materially breached one or more of its obligations under this Constitution or the Regulations and to make recommendations to the Committee about the appropriate consequences of its findings. The Committee may rely on the findings and recommendations of the judiciary committee.
- (c) A member may not be expelled under clause 6.3(a) unless the Member has been afforded natural justice.

#### **6.4 Return of Property**

A Member who ceases to be a Member must not thereafter use any property of the Club (including, without limitation, its Intellectual Property) and must immediately return to the Club all of the Club's documents, records or other property in the possession, custody or control of the former Member.



## **6.5 Membership may be Reinstated**

- (a) Nothing in this clause 6 prevents a former Member from applying for readmission to Membership but, in considering the readmission application the Committee is entitled to take into account the facts and circumstances in which the prior membership (or memberships) ceased.
- (b) Membership which has ceased under this clause 6 may be reinstated at the discretion of the Committee without an application having been made under clause 6.5(a), with such conditions as it deems appropriate.

## **6.6 Refund of Membership Fees**

Membership fees or subscriptions paid by the former Member may, at the Committee's discretion, be refunded on a pro-rata basis to the Member on cessation of the membership.

## **7. DISCIPLINE**

- (a) The Committee may make Regulations governing the hearing and determination of disputes, protests or complaints by or against Members or Participants and any other matter involving the enforcement of this Constitution or the Regulations against Members or Participants.
- (b) A Regulation made under clause 7(a) may:
  - (i) provide for one or more judiciary committees or tribunals to hear and resolve cases falling under clause 7(a);
  - (ii) prescribe penalties for breaches of this Constitution or the Regulations;
  - (iii) invest a judiciary committee or tribunal with power to impose penalties;
  - (iv) and otherwise prescribe the procedures for dealing with cases falling under clause 7(a).
- (c) Despite any Regulation made under clause 7(a), the Committee may itself deal with any disciplinary matter referred to it or appoint a judiciary committee to do so.
- (d) All proceedings relating to cases falling under clause 7(a) must be conducted according to the rules of natural justice.

## **8. SUBSCRIPTIONS AND FEES**

- (a) The Committee will:
  - (i) fix annual membership subscriptions;
  - (ii) fix such other fees or levies as the Committee considers prudent for the effective and sustainable management of the affairs of the Club; and
  - (iii) determine the time for and manner of payment of the subscriptions, fees and levies by Members to the Club.
- (b) On admission to membership a new Member must pay the current full year's subscription unless the Committee agrees to accept payment in instalments.
- (c) The Committee may waive all or part of a Member's subscriptions, fees or levies and may agree terms of payment for a Member different from those applicable to other Members if the Committee is satisfied that there are special reasons to do so.

## **9. POWERS OF THE COMMITTEE**

### **9.1 General Powers of Committee**

- (a) Subject to the Act and this Constitution, the business and affairs of the Club must be managed by the Committee which may exercise the powers of the Club for that purpose.
- (b) The Committee must perform its functions in the pursuit of the Objects and in the interests of the Club as a whole, having regard to the Club's position in the structure of the Sport in South Australia and their role in supporting the Sport's reputation in the State.

### **9.2 Limitation**

The Committee may not cause the Club to disaffiliate from the RSO and/or SSO without an Ordinary Resolution of the Members in General Meeting.

## **10. COMPOSITION OF THE COMMITTEE**

### **10.1 Composition of the Committee**

The Committee will comprise:

- (a) up to eight (8) Elected Committee Members elected under clause 11; and
- (b) up to two (2) Appointed Committee Members appointed under clause 12.

### **10.2 Portfolios**

- (a) The portfolios of 'President', 'Secretary' and 'Treasurer' must be allocated for each election term and will be elected under clause 11. These 3 portfolios are included in the eight (8) Elected Committee Members. The role and responsibilities of these three portfolios are prescribed by Regulation.
- (b) The committee must allocate the portfolio of "Senior Football Management". The role and responsibilities of this portfolio is prescribed by Regulation.
- (c) The committee must allocate the portfolio of "Junior Football Management". The role and responsibilities of this portfolio is prescribed by Regulation.
- (d) The Committee may allocate additional portfolios to Committee Members as required

Portfolio management and reporting structures are prescribed by Regulation.

## **11. ELECTED COMMITTEE MEMBERS**

### **11.1 Nominations**

- (a) The Committee must call for nominations for Elected Committee Member at least thirty (30) days prior to the Annual General Meeting.
- (b) The Committee may, when it calls for nominations, indicate which portfolios on the Committee it wishes to fill, the job descriptions for those portfolios and the qualifications or experience it considers desirable for those portfolios.

### **11.2 Form of Nomination**

Nominations must:

- (a) be in writing;
- (b) be in the prescribed form (if any) provided for that purpose;
- (c) be signed by the nominee; and
- (d) be delivered to the Club not less than twenty (20) days before the date fixed for the Annual General Meeting.

### **11.3 Elections**

- (a) If the number of nominations received for the Committee does not exceed the number of vacancies to be filled, then those nominated will be declared elected at the Annual General Meeting, subject to clause 11.3 (b)
- (b) Nominations for the portfolios on the Management Committee must meet the requirements of the specific position descriptions. Nominations for these portfolios may be reviewed by the incumbent committee in advance of the Annual General Meeting and reject if the applicant is considered unsuitable.
- (c) If there are insufficient nominations received to fill all vacancies on the Committee, nominations for the remaining Elected Committee Member positions may be made from the floor of the Annual General Meeting. If the number of nominations received from the floor does not exceed the number of vacancies to be filled, then those nominated will be declared elected at the Annual General Meeting.
- (d) If at any stage the number of nominations for the Committee exceeds the number of vacancies then to be filled, an election must be conducted at the Annual General Meeting.
- (e) Elections must be conducted by secret ballot or in such manner and by such method as may be determined by the Committee from time to time or if the Committee has not made a determination, by the method determined by the chairperson of the Annual General Meeting.
- (f) If at the close of the Annual General Meeting, vacancies on the Committee remain unfilled, the vacant positions will be casual vacancies under clause 13.1.

### **11.4 Term of Appointment for Elected Committee Members**

- (a) Subject to clause 11.4(b), the term of office of each Elected Committee Member begins at the conclusion of the Annual General Meeting at which their election occurs.

- (b) If the law requires the Elected Committee Member to have a particular qualification or clearance (for example, police clearance), the Elected Committee Member's term will not begin until the qualification or clearance has been established.
- (c) Subject to clause 11.4(d), the term of office of each Elected Committee Member ends at the conclusion of the second Annual General Meeting following their election, but the Elected Committee Member is, subject to clause 11.4(f), eligible for re-election.
- (d) At least half of the Elected Committee Members must retire every year. If the number of Elected Committee Members whose term ends in any one year (**Retiring Committee Members**) is less than one half of the number of Elected Committee Members, then an additional number of the Elected Committee Members who are not due to retire (**Non-Retiring Committee Members**) must retire to make up one half. The retiring committee member rotation arrangement is prescribed by Regulation
- (e) If the Non-Retiring Committee Members cannot agree on which of the Non-Retiring Committee Members will retire, it will be determined by ballot.
- (f) Following the adoption of this Constitution, no person can serve as an elected Committee Member for a period of four (4) consecutive full terms.

## **12. APPOINTED COMMITTEE MEMBERS**

### **12.1 Appointment of Appointed Committee Members**

The Elected Committee Members may appoint up to two (2) Appointed Committee Members.

### **12.2 Qualifications for Appointed Committee Members**

In appointing Appointed Committee Members, the Elected Committee Members should have regard to which personal skills and experience the Committee thinks will complement the Committee composition.

### **12.3 Term of Appointment**

- (a) The term of office of each Appointed Committee Member must be fixed by the Elected Committee Members at the time of the Appointed Committee Member's appointment but it cannot exceed two (2) years.
- (b) An Appointed Committee Member whose term of office ends is eligible for re-appointment.

## **13. VACANCIES ON THE COMMITTEE**

### **13.1 Casual Vacancies**

Any casual vacancy occurring in the position of Elected Committee Member may be filled by the remaining Elected Committee Members. A person appointed to fill a casual vacancy holds office only until the end of the next Annual General Meeting irrespective of the term of office of the person whom he or she replaces.

### **13.2 Grounds for Termination of Committee Member**

The office of a Committee Member becomes vacant if the Committee Member:

- (a) dies;

- (b) becomes bankrupt or makes any arrangement or composition with her creditors generally;
- (c) suffers from mental or physical incapacity;
- (d) is disqualified from office under section 30 of the Act;
- (e) resigns his or her office by notice in writing to the Club;
- (f) is absent without the consent of the Committee from meetings of the Committee held during a period of three (3) months;
- (g) holds any office of employment with the Club;
- (h) is directly or indirectly interested in any contract or proposed contract with the Club and fails to declare the nature of his or her interest;
- (i) in the case of an Appointed Committee Member, is removed from office by the Elected Committee Members;
- (j) is removed by the Members in General Meeting; or
- (k) would otherwise be prohibited from being a director of a corporation under the *Corporations Act 2001 (Cth)*.

If a Committee Member is removed by resolution of the Members, the Committee Member cannot be reappointed to the Committee as an Appointed Committee Member without a further resolution of Members authorising the appointment.

### **13.3 Committee May Act**

If there are any vacancies on the Committee, the remaining Committee Members may act but, if the number of remaining Committee Members is not sufficient to constitute a quorum at a meeting of the Committee, they may act only for the purpose of increasing the number of Committee Member to a number sufficient to constitute a quorum.

## **14. MEETINGS OF THE COMMITTEE**

### **14.1 Committee to Meet**

- (a) The Committee must meet as often as it considers necessary in every calendar year, but at a minimum of once every calendar month, for the dispatch of business (and must meet at least as often as is required under the Act). Subject to this Constitution, the Committee may adjourn and otherwise regulate its meetings as it thinks fit.
- (b) Any Committee Member may at any time convene a meeting of the Committee on reasonable notice to the other Committee Members.

### **14.2 Attendance by Telephone**

A Committee Member may attend a meeting by telephone or other electronic means by which he or she can hear and be heard.

### **14.3 Decisions of Committee**

Subject to this Constitution, questions arising at any meeting of the Committee may be decided by Ordinary Resolution. Each Committee Member has one (1) vote on any question. The chair does have a casting vote.

#### **14.4 Resolutions not in Meeting**

- (a) Subject to clause 14.4(d), the Committee may pass a resolution without a Committee meeting being held if the majority of the Committee Members entitled to vote on the resolution sign a document containing a statement that they are in favour of the resolution set out in the document. The resolution is passed when the last Committee Member signs.
- (b) For the purposes of clause 14.4(a), separate copies of a document may be used for signing by those entitled to vote if the wording of the resolution and statement is identical in each copy.
- (c) Any document referred to in this clause may be in the form of a facsimile or electronic transmission.
- (d) A resolution may not be passed under clause 14.4(a) if, before it is circulated for voting under clause 14.4(a), the Committee resolves that it can only be put at a meeting of the Committee.
- (e) A resolution passed under this clause must be recorded in the minute book.

#### **14.5 Quorum**

At meetings of the Committee the number of Committee Members whose presence is required to constitute a quorum is:

- (a) if the number of Committee Members then in office is an even number, half of the number of Committee Members plus one; or
- (b) if the number of Committee Members then in office is an odd number, half of the number of Committee Members rounded up to the next whole number.

#### **14.6 Chairperson**

The President will act as chair of any Committee meeting or General Meeting at which he or she is present and unless the Committee decides otherwise is the nominal head of the Club. If the President is not present, or is unwilling or unable to preside at a Committee meeting the remaining Committee Members must appoint another Committee Member to preside as chair for that meeting only.

#### **14.7 Committee Members' Interests**

The Committee Members must comply with Sections 31 and 32 of the Act regarding disclosure of interests and voting on contracts in which a Committee Member has an interest.

### **15. EXECUTIVE**

The Committee may, from time to time, employ a chief executive and other personnel it considers necessary or appropriate, in each case for such period and on such conditions as the Committee determines.

### **16. DELEGATIONS**

The Committee may, in writing, establish subcommittees and delegate to each of them the exercise of the functions of the Committee that are specified in the instrument of delegation, other than:

- (a) this power of delegation; and

- (b) a function that is a function imposed on the Committee by the Act, by any other law, or by resolution of the Club in General Meeting.

The instrument of delegation is prescribed by Regulation

## **17. SEAL**

- (a) The Club will have a Seal on which its corporate name appears in legible characters.
- (b) The Seal may not be used without the express authorisation of the Committee and every use of the Seal must be recorded in the minute books of the Club. The affixing of the Seal must be witnessed by two (2) Committee Members or by one Committee Member and another person authorised by the Committee for that purpose.

## **18. ANNUAL GENERAL MEETING**

- (a) An Annual General Meeting of the Club must be held in accordance with the Act and this Constitution and on a date and at a venue to be determined by the Committee, but no later than the 31<sup>st</sup> of March in the year following the previous financial year.
- (b) All General Meetings other than the Annual General Meeting will be Special General Meetings.

## **19. SPECIAL GENERAL MEETINGS**

### **19.1 Special General Meetings may be held**

The Committee may, whenever it thinks fit, convene a Special General Meeting of the Club.

### **19.2 Requisition of Special General Meetings**

- (a) On the requisition in writing of not less than ten per cent (10%) of the total number of Members, the Committee must, within one month after the receipt of the requisition convene a Special General Meeting for the purpose specified in the requisition.
- (b) Every requisition for a Special General Meeting must be signed by requisitioning Members, state the purpose of the meeting and be sent to the Club. The requisition may consist of several documents in a like form, each signed by one or more of the Members making the requisitions.
- (c) If the Committee does not cause a Special General Meeting to be held within one month after the receipt of the requisition, the Members making the requisition may convene a Special General Meeting to be held not later than three (3) months after the receipt of the requisition.
- (d) A Special General Meeting convened by Members under this Constitution must be convened in the same manner, or as nearly as practical to the same manner, as a meeting convened by the Committee and for this purpose the Committee must ensure that the Members making the requisition are supplied free of charge with particulars of the Members entitled to receive a notice of meeting. The reasonable expenses of convening and conducting such a meeting must be borne by the Club.

## **20. ATTENDANCE AND VOTING AT GENERAL MEETINGS**

- (a) Each Member is entitled to attend and vote at General Meetings.

- (b) Each of the Committee Members and the auditor (if any) is entitled to attend General Meetings, but not to vote unless he or she is a Member.

## **21. NOTICE OF GENERAL MEETING**

- (a) Notice of every General Meeting must be given to every Member, the auditor and the Committee Members by the means authorised in clause 33.
- (b) A notice of a General Meeting must specify the place, day and hour of the meeting and state the nature and order of the business to be transacted at the meeting.
- (c) At least twenty-one (21) days' notice of a General Meeting must be given to those Members entitled to receive notice, together with:
  - (i) the agenda for the meeting;
  - (ii) any notice of motion received from Members entitled to vote.

## **22. BUSINESS**

- (a) The ordinary business to be transacted at the Annual General Meeting includes the consideration of accounts and the reports of the Committee and auditors, the election of Committee Members under this Constitution and the appointment of the auditors.
- (b) All business that is transacted at a General Meeting or an Annual General Meeting, other than those matters referred to in clause 22(a), is special business.
- (c) No business other than that stated on the notice for a General Meeting may be transacted at that meeting.

## **23. PROCEEDINGS AT GENERAL MEETINGS**

### **23.1 Quorum**

No business may be transacted at any General Meeting unless a quorum is present at the time when the meeting proceeds to business. Subject to clause 23.3(a)(ii), a quorum for General Meetings is twenty (20) Members.

### **23.2 Chairperson to preside**

The chairperson of the Committee will, subject to this Constitution, preside as chairperson at every General Meeting except:

- (a) in relation to any election for which the chairperson of the Committee is a nominee;  
or
- (b) where the chairperson of the Committee has a conflict of interest.

If the chairperson of the Committee is not present or is unwilling or unable to preside, the Members present must appoint another Committee Member to preside as chair for that meeting only.

### **23.3 Adjournment of meeting**

- (a) If within half an hour from the time appointed for the General Meeting a quorum is not present, the meeting must be adjourned until the same day in the next week at the same time and place or to such other day, time and place as the chairperson



determines. If at the adjourned meeting a quorum is not present within half an hour from the time appointed for the adjourned meeting

- (i) if the meeting was convened on the requisition of Members under clause 19.2, the meeting will lapse; and
  - (ii) in any other case, those Members present will constitute a quorum.
- (b) The chairperson may, with the consent of any meeting at which a quorum is present, and must, if directed by the meeting, adjourn the meeting from time to time and from place to place but no business may be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- (c) When a meeting is adjourned for thirty (30) days or more, notice of the adjourned meeting must be given as in the case of an original meeting.
- (d) Except as provided in clause 23.3(c), it is not necessary to give any notice of an adjournment or the business to be transacted at any adjourned meeting.

#### **23.4 Voting Procedure**

At any meeting a resolution put to the vote of the meeting will be decided on a show of hands unless a poll is (before or on the declaration of the result of the show of hands) demanded by:

- (a) the chairperson; or
- (b) a simple majority of Members present at the meeting.

All voting for committee member positions to be carried out by poll.

#### **23.5 Recording of Determinations**

A declaration by the chairperson that a resolution has on a show of hands been carried or carried unanimously or by a particular majority or lost and an entry to that effect in the book containing the minutes of the proceedings of the Club is conclusive evidence of the fact without proof of the number of the votes recorded in favour of or against the resolution.

### **24. VOTING AT GENERAL MEETINGS**

#### **24.1 Members entitled to vote**

Each Member is entitled to one (1) vote at General Meetings.

#### **24.2 Chairperson may not exercise casting vote**

The chair of a General Meeting does not have a casting vote.

### **25. DISPUTE RESOLUTION PROCEDURE**

- (a) The dispute resolution procedure set out in this clause applies to disputes between a Member and:
  - (i) another Member; or
  - (ii) the Club.

- (b) The parties to the dispute must meet in the presence of an independent arbitrator and discuss the matter in dispute, and, if possible, resolve the dispute within fourteen (14) days after the dispute comes to the attention of all parties. The arbitrator shall be appointed by the Committee with due consideration to the complaint.
- (c) The Committee may prescribe additional grievance procedures in Regulations consistent with this Rule 25.
- (d) In this clause 'Member' includes any former Member who was a Member not more than six months before the dispute occurred.

## **26. RECORDS AND ACCOUNTS**

The Club must comply with its obligations under of the Act in respect of accounts, records and minutes.

## **27. AUDITOR**

- (a) If the Club's gross receipts exceed the threshold set in the Act per annum an Audit must be undertaken. If gross receipts do not exceed the threshold an annual review of accounts by an independent accountant must be undertaken.
- (b) A qualified Auditor or Accountant must be appointed at each Annual General Meeting as the Club's Auditor/Accountant for the then current financial year.
- (c) Any vacancy occurring during the year in the office Auditor/Accountant must be filled by the committee.
- (d) The Club must at all time comply with the requirements of the Incorporated Associations Act

## **28. APPLICATION OF INCOME**

- 28.1 The income and property of the Club must be applied solely towards the promotion of the Objects.
- 28.2 Except as prescribed in this Constitution or the Act, no portion of the income or property of the Club may be paid or transferred, directly or indirectly or whether by way of dividend, bonus or otherwise, to any Member or any associate of a Member.
- 28.3 Subject to clause 28.4, nothing in clauses 28.1 or 28.2 prevents a payment in good faith to any Member:
  - (a) in accordance with clauses 3 and 28.1 where that Member is a not-for-profit entity with a similar purpose to the Club;
  - (b) for any services actually rendered to the Club whether as an employee, Committee Member or otherwise;
  - (c) for goods supplied to the Club in the ordinary and usual course of operation;
  - (d) for interest on money borrowed from any Member;
  - (e) for rent for premises demised or let by any Member to the Club;
  - (f) for any reasonable out-of-pocket expenses incurred by the Member on behalf of the Club.

28.4 No payment made under clause 28.3 may exceed the amount ordinarily payable between ordinary commercial parties dealing at arm's length in a similar transaction.

## **29. WINDING UP**

Subject to this Constitution, the Club may be wound up or deregistered in accordance with the Act.

## **30. DISTRIBUTION OF ASSETS ON WINDING UP**

- (a) If, on winding up, dissolution or deregistration of the Club and after satisfaction of all the Club's debts and liabilities, there remain surplus assets (as defined in the Act) those surplus assets must not be paid to or distributed amongst the Members but must be distributed to another organisation or organisations which has objects similar to the Objects and a constitution which prohibits the distribution of income and property to Members.
- (b) The organisation or organisations to whom the distribution is to be made under clause 30(a) may be determined by the Members in General Meeting at or before the time of winding up, dissolution or deregistration, and in default a determination by the Members, by a judge of the Supreme Court of South Australia or any other Court that has jurisdiction in the matter.

## **31. CONSTITUTION**

### **31.1 Alteration of Constitution**

- (a) This Constitution may be repealed or altered or a new provision may be added by Special Resolution passed at a duly convened General Meeting.

## **32. REGULATIONS**

### **32.1 Committee to formulate Regulations**

The Committee may make and amend rules, regulations, by-laws or policies (**Regulations**) for the proper advancement, management and administration of the Club, the advancement of the purposes of the Club and the Sport in South Australia as it thinks necessary or desirable, including without limitation regulations governing:

- (a) the conduct of club competitions or events (including but not limited to the rules of competition and codes of conduct);
- (b) the conduct of meetings;
- (c) the resolution of disputes;
- (d) discipline of Members for breaches of this Constitution or the Regulations; and
- (e) any other matter in respect of which this Constitution authorises the Committee to make Regulations or which the Committee considers is necessary or appropriate for the good governance of the Club and its affairs.

The Regulations must be consistent with the Constitution, the RSO and SSO constitutions and any regulations made by the RSO and SSO.

### **32.2 Regulations Binding**

All Regulations are binding on the Club and all Members.

### **32.3 Publication of Regulations**

Regulations and any amendments, alterations or other changes to or interpretations of the Regulations may be communicated to Members by a notice on the Club's website or in any journal or publication which is published by or on behalf of the Club and which is circulated by the Club to the Members.

### **33. NOTICE**

- (a) Any notice required or authorised by this Constitution to be given to a Member may be served on the Member personally or by sending it through the post in a prepaid envelope addressed to the Member at the Member's last known place of business or by facsimile, email or other electronic means or by its insertion on the Club's website or in any journal or publication which is published by or on behalf of the Club and which is circulated by the Club to its members and posted on the Club noticeboard.
- (b) Any notice required or authorised by this Constitution to be given to the Club may be served by delivering it personally to the Club at its registered office or by sending it through the post in a prepaid envelope addressed to the Club at the registered office.
- (c) A notice served by post will be taken to have been received by the recipient on the fifth working day after it was posted.
- (d) A notice served by facsimile, email or other electronic means will be taken to have been received by the Member two hours after it was sent.

### **34. PATRONS AND VICE PATRONS**

The Club at its Annual General Meeting may appoint annually on the recommendation of the Committee a chief patron and as many vice patrons as it considers necessary, subject to approval of that person or persons. The role and responsibilities of these positions are prescribed by Regulation

### **35. INDEMNITY**

- (a) Every Committee Member and employee of the Club is entitled to be indemnified out of the property and assets of the Club against any liability incurred by them in their capacity as Committee Member or employee in defending any proceedings, whether civil or criminal, in which judgement is given in their favour or in which they are acquitted or in connection with any application in relation to any proceedings in which relief is granted by the Court.
- (b) The Club must indemnify its Committee Members and employees against all damages and losses (including legal costs) for which any such Committee Member or employee may be or become liable to any third party in consequence of any act or omission:
  - (i) in the case of a Committee Member, performed or made in good faith whilst acting on behalf of and with the authority, express or implied of the Club; and
  - (ii) in the case of an employee, performed or made in good faith in the course of, and within the scope of their employment by the Club.

## **36. TRANSITIONAL PROVISIONS**

### **36.1 Continuing Membership**

Each person who is a Member on the day on which this Constitution is adopted, will automatically be admitted to membership in the category that, in the reasonable opinion of the Committee, is the category most appropriate for that Member.

### **36.2 Committee Members**

For the purpose of determining when the term commenced for each Committee Member in office on the day on which this Constitution is adopted, time served in the Committee Member's current term will be disregarded. Regulations deemed applicable

### **36.3 Rules, by-laws, policies and regulations**

All rules, by-laws, policies and regulations of the Club in force at the date of the approval of this Constitution are to be deemed to be Regulations and continue to apply unless they are inconsistent with, or have been replaced by this Constitution.

## **37. CLUB COLOURS**

- a) The colours of the Club shall be Royal Blue and White.
- (b) The design of the uniform may be varied the discretion of the Committee.