



GEOGRAPHE OUTRIGGER CANOE RACING CLUB INC.

Constitution

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PART 1 - PRELIMINARY

1. Name

The name of the Association is **Geographe Outrigger Canoe Racing Club Incorporated.**

2. Aims and Objectives

The aims and objectives of the Association are as follows:

- a) Promote a healthy and active lifestyle through competitive and social outrigger activities for both ordinary and junior participants in a manner consistent with these objectives and the objectives of the Zone and AOCRA's constitution;
- b) Actively promote the sport of outriggering in the wider community;
- c) To affiliate with other clubs, associations and federations having similar interests or objectives and
- d) To promote, protect and represent the interests of all members objectively and fairly.

PART 2 – TERMS USED

In these rules, unless the contrary intention appears —

Act means the Associations Incorporation Act 2015;

AOCRA means Australian Outrigger Canoe Racing Association

associate member means a person (who is a parent/guardian of a junior member) as determined in rule 6d)

Association means the incorporated association to which these rules apply;

books, of the Association, includes the following —

- . (a) a register;
- . (b) financial records, financial statements or financial reports, however compiled, recorded or stored;
- . (c) a document;

- . (d) any other record of information.

by laws means the operational guidelines, policies and procedures made by the Association;

chairperson means the Committee member holding office as the chairperson of the Association;

committee meeting means a meeting of the committee;

committee member means a member of the committee;

executive committee means the management committee of the Association;

financial member means a member who has paid in full the fees as prescribed relating to their application;

financial records includes; —

- . (a) invoices, receipts, orders for the payment of money, bills of exchange, cheques, promissory notes and vouchers; and
- . (b) documents of prime entry; and
- . (c) working papers and other documents needed to explain —
 - . i) the methods by which financial statements are prepared; and
 - . ii) adjustments to be made in preparing financial statements.

financial statements means the financial statements in relation to the Association required under Part 5 Division 3 of the Act;

financial year, of the Association, has the meaning given in rule 32g);

general meeting, of the Association, means a meeting of the Association that all members are entitled to receive notice of and to attend;

grievance procedure means the procedures set out in rule 13;

- a) Applies to disputes between members or between one or more members and the Association

junior member means a person nineteen (19) years of age or under at the commencement of the membership season;

ordinary member means a person who is an adult member or life member of the Association with the rights referred to in rule 6a);

ordinary committee member means a committee member who is not an office holder of the Association under rule 19c);

party to a dispute includes a person –

- a) who is a party to the dispute; and
- b) who ceases to be a member within the 6 months before the dispute has come to the attention of each party to the dispute.

register of members means the register of members referred to in section 53 of the Act;

rules means these rules of the Association, as in force for the time being;

secretary means the committee member holding office as the secretary of the Association;

special general meeting means a general meeting of the Association, at which only business that has been described in the notice may be transacted;

special resolution means a resolution passed by the members at a general meeting in accordance with section 51 of the Act;

subcommittee means a subcommittee appointed by the committee under rule 18g);

treasurer means the committee member holding office as the treasurer of the Association.

Zone means Australian Outrigger Canoe Racing Association Western Australian Zone Inc and is defined as WAZA.

PART 3 - MEMBERSHIP

3. Eligibility for Membership

Any person who supports the objects or purposes of the Association is eligible to apply to become a member.

4. Application for Membership

- a) A person who wants to become a member must apply in writing to the Club;
- b) The applicant must specify in the application the class of membership, if there is more than one, to which the application relates.

5. Approval of Membership Applications

- a) The Committee must consider each application for membership of the Club and decide whether to accept or reject the application;
- b) Subject to sub-rule (c) the Committee must consider applications in the order in which they are received by the Club;
- c) The Committee may delay its consideration of an application if the Committee considers that any matter relating to the application needs to be clarified by the applicant or that the applicant needs to provide further information in support of the application;
- d) The Committee must notify the applicant of the Committee's decision to accept or reject the application as soon as practicable after making the decision;
- e) If the Committee rejects the application, the Committee is not required to give the applicant its reasons for doing this.

6. Classes of Member

- a) Ordinary Member: includes all persons eighteen (18) years and over (except in the instance of Rule 6b)i), who have paid full Ordinary Membership fees, and are entitled to all privileges under the Rules
- b) Junior Member: includes all person nineteen (19) years of age or under at the commencement of the membership season, who have paid full Junior Membership fees,
 - i) A Junior member upon attaining the age of fifteen (15) years may apply for an Ordinary membership provided they make a formal application to the Committee;
 - ii) A Junior member is not entitled to vote in the management of the club.
- c) Honorary Life Member: Persons who have rendered outstanding service to the Club may, upon recommendation of the Committee, and confirmed by a vote of seventy five percent (75%) of the Members present at any properly constituted General Meeting be elected Honorary Life Member of the Club, provided that not more than two (2) Honorary Life Members may be elected each year.
 - i) An Honorary Life Membership may be terminated upon the recommendation of the Committee and confirmed by the resolution of the majority of the Members present at any properly constituted General Meeting.

- d) Associate Membership: Parents or Guardians of Junior members who wish to associate themselves with the Club but do not wish to be active canoeing members may apply to be Associate Members.
 - i) To be entitled to all privileges under the rules, the parent /guardian will have paid full Associate Membership fee.
 - ii) This membership is limited to one Junior parent or guardian per family.

7. Membership Fees

- a) Fees for membership will be determined at the Annual General Meeting;
- b) Payment of the fee for the club (all members) and AOCRA membership (except Associate Members) shall entitle a member to be a financial member for the season;
- c) Full fee payment entitles the member to all privileges associated with the chosen class of membership;
- d) A financial member (except Associate Members) is entitled to register in all WAZA and AOCRA events for the season.

8. Ceasing to be a Member

A membership from the association will be terminated:

- a) If the member resigns in writing;
- b) If the individual dies;
- c) If the member is in arrears of agreed financial membership;
- d) Expelled (under rule 10).

Termination of membership does not excuse financial liability.

Voting rights are not transferrable on termination of membership.

9. Register of Members

- a) The Secretary, or other person(s) authorised by the Committee, is responsible for the requirements imposed on the Club under section 53 of the Act to maintain the Register of Members and record in that register any change in the membership of the Club.
- b) In addition to the matters referred to in section 53 (2) of the Act, the Register of Members must include the class of membership (if applicable) to which

each member belongs, and the date on which each member became a member.

- c) The Register of Members must be kept in a secure data base. This must include the name, address, contact (email or phone) and date of membership.
- d) A member who wishes to inspect the Register of Members must contact the Secretary to make the necessary arrangements.
 - i) If a member inspecting the register of members wishes to make a copy of, or take an extract from, the register under section 54(2) of the Act; or
 - ii) A member makes a written request under section 56(1) of the Act to be provided with a copy of the Register of Members, the Committee may require the member to provide a statutory declaration setting out the purpose for which the copy or extract is required and declaring that the purpose is connected with the affairs of the Club.

PART 4 – DISCIPLINARY ACTION, DISPUTES AND MEDIATION

In this Part, the term **member**, in relation to a member who is expelled from the Association, includes former member.

10. Suspension or Expulsion

- a) The committee may decide to suspend a member's membership or to expel a member from the Association if —
 - i) the member contravenes any of these rules; or
 - ii) the member acts detrimentally to the interests of the Association.
- b) The Secretary must give the member written notice of the proposed suspension or expulsion at least 28 days before the committee meeting at which the proposal is to be considered by the Committee.
- c) The notice given to the member must state —
 - i) when and where the committee meeting is to be held; and
 - ii) the grounds on which the proposed suspension or expulsion is based; and
 - iii) that the member, or the member's representative, may attend the meeting and will be given a reasonable opportunity to make written or oral (or both written and oral) submissions to the committee about the proposed suspension or expulsion;

- d) At the committee meeting, the committee must —
 - i) give the member, or the member's representative, a reasonable opportunity to make written or oral (or both written and oral) submissions to the committee about the proposed suspension or expulsion; and
 - ii) give due consideration to any submissions so made; and
 - iii) decide —
 - i. whether or not to suspend the member's membership and, if the decision is to suspend the membership, the period of suspension; or
 - ii. whether or not to expel the member from the Association.
- e) A decision of the committee to suspend the member's membership or to expel the member from the Association takes immediate effect.
- f) The committee must give the member written notice of the committee's decision, and the reasons for the decision, within seven (7) days after the committee meeting at which the decision is made.
- g) A member whose membership is suspended or who is expelled from the Association may, within fourteen (14) days after receiving notice of the Committee's decision under sub-rule d) iii), give written notice to the Secretary requesting the appointment of a mediator under rule 15.
- h) If notice is given under sub-rule g), the member who gives the notice and the Committee are the parties to the mediation.

11. Consequences of Suspension

- a) During the period a member's membership is suspended, the member —
 - i) loses any rights (including voting rights) arising as a result of membership; and
 - ii) is not entitled to a refund, rebate, relief or credit for membership fees paid, or payable, to the Association.
- b) When a member's membership is suspended, the Secretary must record in the register of members —
 - i) that the member's membership is suspended; and
 - ii) the date on which the suspension takes effect; and

- iii) the period of the suspension.
- c) When the period of the suspension ends, the Secretary must record in the Register of Members that the member's membership is no longer suspended.

12. Dispute Resolution

The parties to a dispute must attempt to resolve the dispute between themselves within fourteen (14) days after the dispute has come to the attention of each party.

13. Grievance Procedure

If the parties to a dispute are unable to resolve the dispute between themselves within the time required by rule 12, any party to the dispute may start the grievance procedure by giving written notice to the Secretary of —

- i) the parties to the dispute; and
 - ii) the matters that are the subject of the dispute.
- a) Within 28 days after the Secretary is given the notice, a committee meeting must be convened to consider and determine the dispute.
 - b) The Secretary must give each party to the dispute written notice of the committee meeting at which the dispute is to be considered and determined at least seven (7) days before the meeting is held.
 - c) The notice given to each party to the dispute must state —
 - i) when and where the committee meeting is to be held; and
 - ii) that the party, or the party's representative, may attend the meeting and will be given a reasonable opportunity to make written or oral (or both written and oral) submissions to the committee about the dispute.
 - d) If —
 - 1) the dispute is between one or more members and the Association; and,
 - 2) any party to the dispute gives written notice to the Secretary stating that the party —
 - i) does not agree to the dispute being determined by the committee; and
 - ii) requests the appointment of a mediator under rule 16,
- the Committee must not determine the dispute.

14. Determination of Dispute by Committee

- a) At the Committee meeting at which a dispute is to be considered and determined, the committee must —
 - i) give each party to the dispute, or the party's representative, a reasonable opportunity to make written or oral (or both written and oral) submissions to the Committee about the dispute; and
 - ii) give due consideration to any submissions so made; and
 - iii) determine the dispute.
- b) The Committee must give each party to the dispute written notice of the committee's determination, and the reasons for the determination, within seven (7) days after the committee meeting at which the determination is made.
- c) A party to the dispute may, within fourteen (14) days after receiving notice of the Committee's determination under sub-rule b), give written notice to the Secretary requesting the appointment of a mediator under rule 16.
- d) If notice is given under sub-rule c), each party to the dispute is a party to the mediation.

15. Application of the Mediation Rule

- a) This sub-part applies if written notice has been given to the Secretary requesting the appointment of a mediator —
 - i) by a member under rule 10g); or
 - ii) by a party to a dispute under rule 14c).
- b) If this sub-part applies, a mediator must be chosen or appointed under rule 16

16. Appointment of a Mediator

- a) The mediator must be a person chosen —
 - i) if the appointment of a mediator was requested by a member under rule 13d) — by agreement between the Member and the committee; or
 - ii) if the appointment of a mediator was requested by a party to a dispute under rule 13d)2)ii) or 14c) — by agreement between the parties to the dispute.
- b) If there is no agreement for the purposes of sub-rule a)i) or (ii), then the committee must appoint the mediator.

- c) The person appointed as mediator by the committee must be a person who acts as a mediator for another not-for-profit body, such as a community legal centre, if the appointment of a mediator was requested by —
 - i) a member under rule 10g); or
 - ii) a party to a dispute under rule 14c); or
 - iii) a party to a dispute under rule 13d) and the dispute is between one or more members and the Association.
- d) The person appointed as mediator by the committee may be a member or former member of the Association but must not —
 - i) have a personal interest in the matter that is the subject of the mediation; or
 - ii) be biased in favour of or against any party to the mediation.

17. Mediation Process

- a) The parties to the mediation must attempt in good faith to settle the matter that is the subject of the mediation.
- b) Each party to the mediation must give the mediator a written statement of the issues that need to be considered at the mediation at least five (5) days before the mediation takes place.
- c) In conducting the mediation, the mediator must —
 - i) give each party to the mediation every opportunity to be heard; and
 - ii) allow each party to the mediation to give due consideration to any written statement given by another party; and
 - iii) ensure that natural justice is given to the parties to the mediation throughout the mediation process.
- d) The mediator cannot determine the matter that is the subject of the mediation.
- e) The mediation must be confidential, and any information given at the mediation cannot be used in any other proceedings that take place in relation to the matter that is the subject of the mediation.
- f) The costs of the mediation are to be paid by the party or parties to the mediation that requested the appointment of the mediator.

- g) If —
- i) mediation takes place because a member whose membership is suspended or who is expelled from the Association gives notice under rule 10g); and
 - ii) as the result of the mediation, the decision to suspend the member's membership or expel the member is revoked

that revocation does not affect the validity of any decision made at a committee meeting or general meeting during the period of suspension or expulsion.

Note for this rule:

Section 182(1) of the Act provides that an application may be made to the State Administrative Tribunal to have a dispute determined if the dispute has not been resolved under the procedure provided for in the incorporated association's rules.

PART 5 – EXECUTIVE COMMITTEE

18. The Committee

- a) The committee members are the persons who, as the management committee of the Association, have the power to manage the affairs of the Association.
- b) The quorum for Committee meetings shall be 50% of ordinary committee members plus 50% of the executive committee members.
- c) Notice of each Committee meeting must be given to each Committee member at least one week before the time of the meeting.
- d) Subject to the Act, these rules, the by-laws (if any) and any resolution passed at a general meeting, the committee has power to do all things necessary or convenient to be done for the proper management of the affairs of the Association.
- e) The committee must take all reasonable steps to ensure that the Association complies with the Act, these rules and the by-laws (if any).
- f) The committee shall meet at least twice a season, or as frequently as business demands.

- g) The Club may from time to time as it sees fit, establish sub committees to carry out specific functions.

19. Committee Members

- a) The committee members consist of -
 - i) the office holders of the Association; and
 - ii) at least one ordinary committee member.
 - iii) The committee must determine the maximum number of members who may be ordinary committee members.
- b) The following are the office holders of the Association —
 - i) the President;
 - ii) the Vice President;
 - iii) the Secretary;
 - iv) the Treasurer.
- c) A person may be a committee member if the person is —
 - i) an individual who has reached 18 years of age; and
 - ii) an ordinary member;
 - iii) an associate member who has meet the requirements of Rule 6d) i) and is a fully paid AOCRA member;
 - iv) A person must not hold 2 or more of the offices mentioned in sub-rule b) at the same time.

20. Committee Member Responsibilities

- a) President –
 - i) It is the duty of the President to consult with the secretary regarding the business to be conducted at each committee meeting and general meeting.
 - ii) The President has the powers and duties relating to convening and presiding at committee meetings and presiding at general meetings provided for in these rules. Ensure minutes are reviewed and signed as correct.
- b) Vice President –

- i) In the absence of the president the vice president assumes all duties as stated in sub-rule a)
- c) Secretary –
- i) dealing with the Association's correspondence;
 - ii) consulting with the President regarding the business to be conducted at each committee meeting and general meeting;
 - iii) preparing the notices required for meetings and for the business to be conducted at meetings;
 - iv) unless another member is authorised by the committee to do so, maintaining on behalf of the Association the register of members, and recording in the register any changes in the membership, as required under section 53(1) of the Act;
 - v) maintaining on behalf of the Association an up-to-date copy of these rules, as required under section 35(1) of the Act;
 - vi) unless another member is authorised by the committee to do so, maintaining on behalf of the Association a record of committee members and other persons authorised to act on behalf of the Association, as required under section 58(2) of the Act;
 - vii) ensuring the safe custody of the books of the Association, other than the financial records, financial statements and financial reports, as applicable to the Association;
 - viii) maintaining full and accurate minutes of committee meetings and general meetings;
 - ix) carrying out any other duty given to the secretary under these rules or by the committee.
 - x) the inspection by members of the Club of the records and documents of the association must be provided by the secretary at a time and date within two weeks of the request, with a second executive member present during the inspection. The documents cannot be removed. Place of inspection to be agreed upon by the parties involved.
- d) Treasurer –
- i) ensuring that any amounts payable to the Association are collected and issuing receipts for those amounts in the Association's name;
 - ii) ensuring that any amounts paid to the Association are credited to the appropriate account of the Association, as directed by the as directed

by the committee;

- iii) ensuring that any payments to be made by the Association that have been authorised by the committee or at a general meeting are made on time;
- iv) ensuring that the Association complies with the relevant requirements of Part 5 of the Act;
- v) ensuring the safe custody of the Association's financial records, financial statements and financial reports, as applicable to the Association;
- vi) carrying out any other duty given to the treasurer under these rules or by the committee.

21. Election of Committee Members and Tenure of Office

- a) A member becomes a committee member if the member-
 - i) is elected to the committee at a general meeting; or
 - ii) is appointed to the committee by the committee to fill a casual vacancy under rule 27.

- b) Nomination of committee members –

At least 28 days before an annual general meeting, the secretary must send written notice to all the members —

- i) calling for nominations for election to the committee; and
- ii) stating the date by which nominations must be received by the secretary to comply with sub-rule i).
- iii) A member who wishes to be considered for election to the committee at the annual general meeting must nominate for election by sending written notice of the nomination to the secretary at least 14 days before the annual general meeting.
- iv) The written notice must include a statement by another member in support of the nomination.
- v) A member may nominate for one specified position of office holder of the Association or to be an ordinary committee member.
- vi) A member whose nomination does not comply with this rule is not eligible for election to the committee unless the member is nominated under rule 22d)

22. Election of Office Holders

- a) At the annual general meeting, a separate election must be held for each position of office holder of the Association.
- b) Office holders will be entitled to hold the elected position for a maximum of five concurrent years.
- c) Voting shall be by a show of hands, unless at least five (5) members demand a secret ballot, and a Returning Officer shall be nominated to conduct the ballot. A member may appoint a proxy to vote or speak on his or her behalf at a meeting. The appointment of the proxy must be in writing in the following form and signed by the member nominating the proxy and this is to be provided to the President of the club prior to the meeting for approval purposes.

GEOGRAPHE OUTRIGGER CANOE RACING CLUB INC. PROXY FORM

I, *PLEASE PRINT*
of,
being a nominated representative of the Club, hereby appoint,

as my proxy to vote for me on my behalf at the (annual/special*) general meeting of the Association to be held on _____ day of _____, 20____ or at any adjournment of the meeting.

Signed this, _____ day of _____, 20____

SIGNATURE

Motion/s (as known)

- | | |
|---|----------------------|
| 1 | in favour / against* |
| 2 | in favour / against* |

(*Strike out whichever is not desired.)

(Unless otherwise instructed the proxy may vote as the proxy considers appropriate)

- d) If there is no nomination for a position, the chairperson of the meeting may call for nominations from the ordinary members at the meeting.
- e) If only one member has nominated for a position, the chairperson of the meeting must declare the Member elected to the position.
- f) If more than one member has nominated for a position, the ordinary members at the meeting must vote in accordance with procedures that have been determined by the committee to decide who is to be elected to the position.

- g) Each ordinary member present at the meeting may vote for one member who has nominated for the position.
- h) A member who has nominated for the position may vote for himself or herself.
- i) On the member's election, the new President of the Club may take over as the chairperson of the meeting.

23. Election of Ordinary Committee Members

- a) At the annual general meeting, the Club must decide by resolution the number of ordinary committee members (if any) to hold office for the next year.
- b) If the number of members nominating for the position of ordinary committee member is not greater than the number to be elected, the chairperson of the meeting —
 - i) must declare each of those members to be elected to the position; and
 - ii) may call for further nominations from the ordinary members at the meeting to fill any positions remaining unfilled after the elections under paragraph (a).
- c) If —
 - i) the number of members nominating for the position of ordinary committee member is greater than the number to be elected; or
 - ii) the number of members nominating under rule 21b) is greater than the number of positions remaining unfilled, the ordinary members at the meeting must vote in accordance with procedures that have been determined by the committee to decide the members who are to be elected to the position of ordinary committee member.
- d) A member who has nominated for the position of ordinary committee member may vote in accordance with that nomination.

24. Term of Office

- a) The term of office of a committee member begins when the member —
 - i) is elected at an annual general meeting; or
 - ii) is appointed to fill a casual vacancy under rule 27.
- b) A committee member holds office until the positions on the committee are declared vacant at the next annual general meeting.
- c) A committee member may be re-elected.

25. Vacancy on the Committee

- a) A Committee member's term of office ends and that office becomes vacant if the Committee member:
 - i) resigns from the committee by giving written notice to the Secretary or President;
 - ii) dies;
 - iii) is, or becomes ineligible to act as a Committee member;
 - iv) becomes physically or mentally incapable of performing the duties and the Committee resolves that their office be vacated for that reason;
 - v) is absent for more than 3 consecutive meetings without leave of absence;
 - vi) ceases to be a member; or
 - vii) is the subject of a special resolution passed by members to terminate their appointment as a Committee member.

26. Resignation and Removal from Office

- a) A committee member may resign from the committee by written notice given to the Secretary or, if the resigning member is the Secretary, given to the President.
- b) The resignation takes effect –
 - i) when the notice is received by the Secretary or President; or
 - ii) if a later time is stated in the notice, at the later time.
- c) At a general meeting, the Association may by resolution –
 - i) remove a committee member from office; and
 - ii) elect a member who is eligible under rule 19c) to fill the vacant position.
- d) A committee member who is the subject of a proposed resolution under subrule c) i) may make written representations (of a reasonable length) to the Secretary or President and may ask that the representations be provided to the members.
- e) The Secretary or President may give a copy of the representations to each member or, if they are not so given, the committee member may require them

to be read out at the general meeting at which the resolution is to be considered.

27. Filling Casual Vacancies

- a) The Committee may appoint a member who is eligible to fill a position on the committee that –
 - i) has become vacant under rule 25 ; or
 - ii) was not filled by election at the AGM.
 - iii) The vacancy shall be filled until the next AGM of the Club.
- b) Subject to the requirement for a quorum under rule 18b), the Committee may continue to act despite any vacancy in its membership.
- c) If there are fewer Committee members than required for a quorum under rule 18b), the Committee may act only for the purpose of –
 - i) appointing Committee members under this rule; or
 - ii) convening a General meeting.

28. Validity of Acts

The acts of a committee or subcommittee, or of a committee member or member of a subcommittee, are valid despite any defect that may afterwards be discovered in the election, appointment or qualification of a member or member of a subcommittee

PART 6 – GENERAL MEETINGS

29. Meetings Overview

- a) Annual General Meetings, Special General Meetings and General Meetings, open to all members of the Club, are to be the primary decision-making bodies of the Club. Decisions of a General Meeting of the Club shall be binding on the Executive.
- b) The administration and running of the Club between such meetings will be the responsibility of the Executive Committee of the Club.
- c) The authority to interpret the meaning of this Constitution, and any matter of the Constitution is silent and shall be vested in the Executive subject to ratification by a General Meeting of the Club.
- d) Committee Meetings are closed to all but the office holders and committee member and invited guests.

30. Annual General Meetings

- a) The Annual General Meeting of the Club shall be held after the end of the financial year.
- b) The quorum shall be 50% of all members, or 10 members, whichever is the lesser.
- c) The following business is to be considered at the Annual General Meeting;
 - i) Confirmation of the minutes of the previous AGM;
 - ii) President's Report and reports by the Executive Officers (if required);
 - iii) Presentation of the financial statements from the Treasurer;
 - iv) Election of the Executive;
 - v) Election of Ordinary Committee;
 - vi) Determination of the next seasons membership classes and
 - vii) To set fees for the next season's Membership.

31. General Meetings

- a) General Meetings of the Club may be held as frequently as required, but at least one per season.
- b) The quorum for general meetings shall be 7 financial members.
- c) Notice of General meeting must be given to members with seven (7) days notice.

32. Special General Meetings

- a) Special General Meetings may be called by the Executive or 20% of the total financial members.
- b) The quorum for special general meetings shall be 7 members.
- c) The Secretary shall notify members at least 14 days prior to the meeting stating the time and place of the meeting and the nature of the business to be discussed.

33. Committee Meetings Under Rule 18

Refer Rule 18

PART 7 – GENERAL MATTERS

34. Finances

- a) The income and property of the Club must be applied solely towards the promotion of the objects or purposes of the Club and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to any member of the association, except in good faith in the promotion of those objects or purposes.
- b) The funds of the Club shall be banked in a bank account determined by the committee.
- c) All authorised bills and outlays will be paid by the Treasurer with the required authorisation of one other nominated executive member.
- d) As soon as practical after the end of the financial year, the Treasurer shall prepare a Statement of Income and Expenditure to be presented at the Annual General Meeting.
- e) No member shall derive any pecuniary gain from the property or operations of the Club. This does not apply to winning of any trophies or awards.
- f) The Club shall have the power to borrow money in such manner and upon such security and terms as it shall deem fit, but such powers shall not be exercised except by resolution of a Special General meeting.
- g) The financial year of the Club shall be from the 1st day of July until the 30th day of June the following year.

35. Amendments to the Constitution

- a) Amendments or alterations to these rules shall be made by a special resolution at an Annual General Meeting or Special General Meeting and must be carried out by a vote of 75% majority.
- b) Notice of intention to alter the constitution must be sent to all members at least fourteen (14) days prior to the date which the meeting will be held.
- c) The required documents must be lodged with the Commissioner within one month after the special resolution is passed.

36. Dissolution of the Club

- a) The Club shall be dissolved if –
 - i) Membership is less than 5 members; or
 - ii) A vote to dissolve the club is carried by 75% majority at a General Meeting or Special General Meeting of the Club called for this purpose. If quorum cannot be obtained after two (2) successive

meetings called to resolve this issue, the matter shall be referred to the executive. The executive may then decide to dissolve the club by a vote of 75% majority present at the meeting called for this purpose.

37. Distribution of Surplus Assets

- a) Any assets or funds raised exclusively as a result of Club activities shall not be distributed among the members but shall be given to organisations of similar purpose as agreed by the remaining members at a Special General meeting, or if no such organisation exists, shall be donated to a local community cause.