



Coromandel Cricket Club Inc.
PO Box 262
Blackwood SA 5051
www.coromandelcricketclub.asn.au

Coromandel Cricket Club Inc.

CONSTITUTION

Last update: 19 February 2004

CONTENTS

| | | |
|-----|---|---|
| 1. | NAME | 3 |
| 2. | OBJECTS | 3 |
| 3. | MEMBERSHIP | 3 |
| 4. | MANAGEMENT | 3 |
| 5. | POWERS | 4 |
| 6. | GENERAL MEETINGS..... | 5 |
| 7. | VOTING..... | 5 |
| 8. | PRESIDENT | 6 |
| 9. | TREASURER | 6 |
| 10. | SECRETARY | 7 |
| 11. | EMPLOYEES | 7 |
| 12. | AMENDMENT OF CONSTITUTION & RULES | 7 |
| 13. | LIABILITY AND PROPERTY | 7 |
| 14. | DISSOLUTION..... | 7 |
| 15. | SURPLUS FUNDS | 8 |
| 16. | CLUB COLOURS..... | 8 |

1. NAME

The name of The Coromandel Cricket Club shall be hereinafter called "The Club".

2. OBJECTS

The objects of The Club shall be:-

- 2.1 To promote and foster the game of cricket.
- 2.2 To provide social activities for members.
- 2.3 To do all such other things as may be incidental to the attainment of such objects.

3. MEMBERSHIP

- 3.1 Members shall be persons who have agreed to accept the above objects and paid the prescribed membership fee.
- 3.2 Membership may be suspended by not less than two-thirds majority vote at a Committee or General Meeting.
 - 3.2.1 Any suspended member may on not less than 2 weeks' written notice require the suspension to be reconsidered at a subsequent General Meeting.
 - 3.2.2 The Club shall not be required to accept the renewal of membership of a suspended member when renewal next falls due.
- 3.2 Membership shall cease on:
 - 3.2.1 Resignation in writing delivered to the Club;
 - 3.2.2 Non renewal of membership.
- 3.4 Life Membership
 - 3.4.1 Life Members shall be elected at an Annual General Meeting by two thirds of the members present. All such membership shall be by recommendation of the Committee and shall only be awarded to those members who:-
 - a). have played 150 games for the Club; or
 - b). have rendered outstanding service to the Club.
 - 3.4.2 In recognition of service to the Club persons awarded Life Membership shall be presented with a Certificate.

4. MANAGEMENT

- 4.1 Management shall be vested in the Committee of not less than 6 members nor more than 10 members.
- 4.2 The Office Bearers of the Club shall be the President, Vice President (if required), Secretary and Treasurer who shall be elected by the members at the Annual General Meeting prior to the election of the remainder of the Committee members or failing such election shall be chosen by the Committee from its members at a Committee meeting held within 1 month following the Annual General Meeting.
- 4.3 The Committee shall meet as often as may be required to conduct the business of the Club and not less than 8 times each calendar year.

- 4.4 The quorum shall be five members of the Committee.
- 4.5 The President or two other members of the Committee shall have power to call a meeting of the Committee.
- 4.6 Notice of meetings shall be given at the previous Committee meeting or by 7 days' written notice distributed to all Committee members or in an emergency by such other notice as shall be ratified by the Committee.
- 4.7 An Office Bearer or member of the Committee shall cease to hold such office upon:-
 - 4.7.1 Resignation in writing;
 - 4.7.2 Suspension as a member of the Club;
 - 4.7.3 Absence for three successive Committee meetings without explanation acceptable to the Committee;
 - 4.7.4 Majority vote of the Club at a General Meeting that the position will be declared vacant because the duties of the position have not been performed in a proper and acceptable manner PROVIDED THAT notice of motion to declare the position vacant has been given to the members, and that the person the subject of the motion shall be provided with an opportunity to speak on the motion.
- 4.8 Vacancies unfilled or arising in the Office Bearers or other Committee Members may be filled by the Committee by co-opting members for the unexpired remainder of the term.
- 4.9 The Committee may function validly notwithstanding any vacancies so long as its number is not reduced below the quorum.
- 4.10 The Committee may appoint sub-committees of members and non-members for specific purposes who shall meet as they see fit or as directed by the Committee and who shall report to the Committee.
- 4.11 The Committee may appoint an Executive of the Office Bearers together with one other Committee member who shall meet to carry out day-to-day business delegated by the Committee and who shall report to the subsequent Committee meeting.
- 4.12 The Committee shall appoint a Public Officer if required, who shall notify the Corporate Affairs Commission of such appointment and who shall file such other returns and notices as shall be required by law. The Public Officer shall hold office until another person is appointed to the position by the Committee.
- 4.13 Committee members shall upon election or nomination become members in their own right. They may express the views and interests of any organisation which they represent, but must vote in the interests of The Club and to carry out its objects.
- 4.14 Committee members must not vote in any decision in which they or a close associate have a financial interest and must not use their position to obtain any financial or other advantage for themselves or for a close associate.

5. POWERS

- 5.1 The powers of the Club shall be the powers contained in the Associations Incorporation Act and without limiting those powers the Club shall be entitled to hold

real or personal property, open and operate bank accounts, invest in trustee securities, and enter into any necessary or desirable contract including a contract of employment.

- 5.2 The Committee shall be entitled to exercise the full powers of the Club, and without limiting those powers shall have the management and control of the funds and other property of the Club, provided that the Club must obtain the approval of a General Meeting before borrowing money or securing any payment by charging the property of the Club.

6. GENERAL MEETINGS

- 6.1 The Annual General Meeting shall be held at least once in each calendar year, not more than four months after the close of the financial year and at least fourteen days before the Annual General Meeting of the Association with which the Club is affiliated.
- 6.2 The business of the Annual General Meeting shall be:-
- 6.2.1 To confirm the minutes of the preceding Annual General Meeting;
 - 6.2.2 To receive the President's report for the previous financial year;
 - 6.2.3 To receive the Treasurer's report and the audited financial statements for the previous financial year;
 - 6.2.4 To elect Life Members as recommended by the Committee;
 - 6.2.5 To elect or re-elect the Club Patron(s), Committee Members who must consent in person or by prior communication;
 - 6.2.6 To conduct any other business placed on the agenda before the commencement of the meeting.
- 6.3 A Special General Meeting shall be called by the Secretary within 28 days of receipt of a directive of the Committee or a written request of 3 Committee members or 6 members specifying the business to be conducted at the meeting.
- 6.4 Written notice of not more than 28 days and not less than 7 days of all General Meetings shall be displayed at the premises of the Club and distributed to all members who do not visit the premises regularly.
- 6.5 Members shall be entitled to one vote at any General Meeting at which they are present.
- 6.6 A quorum of any General Meeting shall be 10 members or two-thirds of the members whichever is less.
- 6.7 If at any General Meeting there is no quorum within 30 minutes of the time appointed for the meeting then a majority of members present may decide to adjourn the meeting for a period not exceeding 14 days. The quorum for such adjourned meeting shall be reduced to 5 failing which the meeting will lapse altogether.

7. VOTING

- 7.1 Voting shall be by show of hands except that:-
- 7.1.1 Any contested election at an Annual General Meeting or otherwise shall be by secret ballot;
 - 7.1.2 The meeting may by show of hands require any other vote to be by secret ballot.

- 7.2 Persons with special interests or knowledge relevant to The Club may be invited to attend any meeting and to speak at the discretion of the President but such persons may not vote.

8. PRESIDENT

- 8.1 The President shall ensure the safekeeping of the Common Seal which shall be affixed only by resolution to the Committee or of a General Meeting and in the presence of two Committee members including at least one Office Bearer.
- 8.1.1 The use of the Common Seal shall be recorded in a Register approved by the Committee.
- 8.2 The President shall chair Committee and General meetings except that in the absence of the President or at the request of the President or of a majority of a meeting another member may be elected as Chairperson for that meeting.
- 8.3 The President at any meeting shall have a personal deliberative vote and shall in addition have a casting vote if votes are equal.
- 8.4 The President together with the Secretary shall prepare the agenda for Committee and General Meetings.
- 8.5 The President of a meeting shall encourage full balanced participation by all members and shall decide on matters of order.
- 8.6 The President shall act as Spokesperson unless an alternative Spokesperson has been appointed by the Committee or a General Meeting. The Spokesperson shall make statements in accordance with previously agreed policy, or in an emergency following consultation with at least 2 members of the Committee.

9. TREASURER

- 9.1 The Treasurer shall ensure that all monies received are paid into an account authorised by the Committee in the name of the Club. Payments shall be as petty cash or by cheque signed by 2 authorised signatories of whom there shall be no more than 3 appointed by the Committee. Major or unusual expenditures shall be authorised in advance by the Committee or a General Meeting.
- 9.2 The Treasurer shall ensure that the records are kept of all receipts and payments and other financial transactions. Such records shall be available for inspection by any member.
- 9.3 The Treasurer shall ensure that financial budgets and statements are prepared and shall submit a report on the finances to each Committee Meeting.
- 9.4 The Treasurer shall ensure that annual Financial Statements comprising either an account of receipts and payments and a statement of assets and liabilities or an account of income and expenditure and a balance sheet shall be prepared following the end of the Club's financial year, which shall commence on 1st May and end on 30th April unless altered at a General Meeting.
- 9.5 The Treasurer shall ensure that the annual Financial Statements are audited before presentation to the Annual General Meeting by an independent auditor who shall be appointed by the Committee, provided that where the auditor is changed the Treasurer shall so inform the Annual General Meeting in the Treasurer's Report.

10. SECRETARY

- 10.1 The Secretary shall ensure that notice of meetings is given in accordance with the provisions of this constitution.
- 10.2 The Secretary shall ensure that records are kept of the Club including the constitution and policies, records of members, a register of minutes of meetings and of notices, a file of correspondence, and records of submissions or reports made by or on behalf of the Club.
- 10.3 In the absence of the Secretary or at the request of the Secretary or of a majority of the meeting another member shall be elected as minutes secretary.

11. EMPLOYEES

- 11.1 An employee of the Club may be a member of the Club or any committee.
- 11.2 A person performing paid work for the Club on a regular substantial basis shall not take part in decisions relating to paid work and shall remain absent from deliberations relating to any worker if so requested by a majority of the Committee.

12. AMENDMENT OF CONSTITUTION & RULES

- 12.1 This constitution may be repealed or amended by resolution of two-thirds of members present and voting at a General Meeting of which not less than 7 days' written notice including notice of the proposed repeal or amendment has been distributed to all members.
- 12.2 Rules for the proper administration of meetings or business may be made, repealed or amended by a General Meeting or by a Committee Meeting subject to subsequent disallowance at a General Meeting, provided that not less than 7 days' written notice including notice of the proposed new rule, repeal or amendment has been distributed to all members.

13. LIABILITY AND PROPERTY

- 13.1 Persons who with the authority of the Committee incur any debt or other liability on behalf of the Club shall have such liability met by the Club so that they incur no personal loss.
- 13.2 The income property and funds of the Club shall be used solely towards the promotion of the objects and shall not be paid or transferred to any member or relatives of members provided that nothing herein shall prevent any payment in good faith to any person in return for services actually rendered or to any person in furtherance of the objects of The Club and without undue preference.

14. DISSOLUTION

- 14.1 If at any time the Committee decides that the Club be dissolved it shall present its reasons to an Extraordinary General Meeting of the Club.
- 14.2 If a resolution for dissolution is carried by a two-thirds majority of the members present and voting, the real and personal property of the Club shall be sold and disposed of by the Committee and the money remaining after the payment of all incidental expenses, debts and liabilities of the Club shall be held by the Committee in trust for a further three months.

14.3 At the end of this three month period all moneys still held shall be dispersed in accordance with the decision of the majority vote of the members present at the Extraordinary General Meeting where the resolution for dissolution was carried.

15. SURPLUS FUNDS

15.1 The Committee shall invest any moneys of the Club, surplus of current requirements, into cash or fixed deposit funds.

15.2 With the exception of transfers, prudently approved by the Committee for the purpose of attaining maximum return, the redemption of these moneys shall only be approved at an Annual General Meeting or Extraordinary General Meeting by a two-thirds majority of members present and voting.

16. CLUB COLOURS

16.1 The Club colours shall be Red and Green.