

**CONSTITUTION AND RULES OF
RANGERS NETBALL CLUB (INC.)**

Dated: July 1995

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1.0 Name of Club

1.1 The name of the Club is Rangers Netball Club (Inc.)

2.0 Definitions

2.1 In these rules, unless the contrary intention appears:

2.1.1 “Committee meeting” means meeting referred to in Rule 22.1;

2.1.2 “Committee member” means person referred to in Sub-Rule 10.1.1 through to 10.1.9

2.1.3 “financial year” has the meaning given by section 3 (1) of the Act, a reference in that section to:

(a) “an incorporated association” or “the association” being construed as a reference to the Club; and

(b) “the Committee” being construed as a reference to the Committee;

2.1.4 “general meeting” means meeting convened under Rule 23.0;

2.1.5 “member” means member of the Club;

2.1.6 “ordinary resolution” means resolution other than a special resolution;

2.1.7 “special resolution” has the meaning given by Section 24 of the Act;

2.1.8 “the Act” means the *Associations Incorporation Act 1987*;

2.1.9 “the Club” means the Club referred to in Rule 1.0;

2.1.10 “the Chairperson” means:

(a) in relation to the proceedings at a Committee meeting or general meeting, the person presiding at the Committee meeting or general meeting in accordance with Rule 11.0; or

(b) otherwise than in relation to the proceedings referred to in Sub-Rule 2.1.10(a) above, other person referred to in Sub-Rule 10.1.1 or, if that person is unable to perform his or her functions, the Vice Chairperson;

2.1.11 “the Committee” means the Committee of Management of the Club referred to in Rule 10.1;

2.1.12 “the Secretary” means the Secretary referred to in Sub-Rule 10.1.3;

2.1.13 “the Treasurer” means the Treasurer referred to in Sub-Rule 10.1.4; and

2.1.14 “the Vice President” means the Vice President referred in Sub-Rule 10.1.2.

3.0 Object of the Club

The objects of the Club are:

- 3.1 To foster the Australian National Sport of Netball;
- 3.2 To participate in organised competition in any age group as may be determined by the Club;
- 3.3 To arrange and conduct inter-club or other matches, not necessarily under the authority of the Club;
- 3.4 To promote the principles of good sporting behaviour, encourage participation and skill development and promote enjoyable and satisfying competition;
- 3.5 To accept donations, subscriptions or to borrow, raise or secure the payments of monies for the purpose of acquiring the necessary equipment, development coaching and/or items facilities or property as required to assist the promotion of the sport;
- 3.6 To foster and promote good fellowship and citizenship, to foster and to promote a social relationship between other clubs within the Association; and
- 3.7 Maintain affiliation of the District Association and play netball under the guidelines of the WA Netball (Inc.)
- 3.8 The property and income of the Club shall be applied solely towards the promotion of the objects of the Club and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to members, except in good faith in the promotion of those objects.

4.0 Powers of the Club

- 4.1 The powers conferred on the Club by Section 13 of the Act are to be followed and strictly adhered to.

5.0 Qualifications for Membership of Club

- 5.1 Membership is open to any person interested in netball.
- 5.2 Membership shall consist of the following classes:
 - 5.2.1 Normal Members – any person who is a financial member of the club is entitled to hold office and enjoy the privileges of the club;
 - 5.2.2 Playing Members – any person who registers as a senior player, is financial, is entitled to hold office and abides by the rules of netball;
 - 5.2.3 Junior Members – any person who is under sixteen (16) years of age and registers as a junior player, is financial and abides by the rules of netball. Junior members are unable to hold office;
 - 5.2.4 Honorary Members – any person who the Committee considers to be of value to the Club, is not required to pay subscriptions and is unable to vote. Honorary membership shall cease at the end of each financial year; and

- 5.2.5 Life Members – any member who has given outstanding service to the Club, is not required to pay subscriptions, is entitled to vote.
- 5.2.6 Committee member – any person who is elected to the Committee of management and is not a playing member and is not required to pay subscriptions, but is entitled to vote.
- 5.3 A person who wishes to become a member shall:
- 5.3.1 apply for membership to the Committee in writing for normal membership;
- 5.3.2 playing membership upon being registered as a player; and
- 5.3.3 life members by vote at the Annual General Meeting.
- 5.4 The Committee members shall consider each application made under Rule 5.3 at a Committee meeting and shall at the Committee meeting or a subsequent Committee meeting accept or reject that application.
- 6.0 Register of Members of the Club**
- 6.1 The Secretary shall, on behalf of the Club, keep and maintain the register of members in accordance with Section 27 of the Act and that register shall be so kept and maintained at his or her place of residence.
- 6.2 The Secretary shall cause the name of a person who dies or who ceases to be a member under Rule 7.3, 8.1 or 9.0 to be deleted from the register of members referred to in Rule 6.1.
- 7.0 Subscriptions of Members of the Club**
- 7.1 The Management Committee shall from time to time at a Committee meeting determine the amount of subscription to be paid by each member.
- 7.2 Each member shall pay to the Treasurer, annually on or before 1 May or such other date as the Committee from time to time determines, the amount of the subscription determined under Rule 7.1.
- 7.3 Subject to Rule 7.4, a member whose subscription is not paid within one (1) month after the relevant date fixed by or under Rule 7.2 ceases on the expiry of that period to be a member, unless the committee decides otherwise.
- 7.4 A member is a financial member for the purposes of these rules if his or her subscription is paid on or before the relevant date fixed by under Rule 7.2.
- 8.0 Resignation of Members of the Club**
- 8.1 A member who delivers notice in writing of his or her resignation from the Club to the Secretary or another committee member ceases on that delivery to be a member.
- 8.2 A person who ceases to be a member under rule 8.1 remains liable to pay to the Club the amount of any subscription due and payable by that person to the Club but unpaid at the date of that cessation.

9.0 Expulsion of Members of the Club

9.1 If that Committee considered that a member should be expelled from membership of the Club because of his or her conduct detrimental to the interests of the Club, the committee shall communicate, either orally or in writing, to the member:

9.1.1 notice of the proposed expulsion and of the time, date and place of the committee meeting at which the question of that expulsion will be decided; and

9.1.2 particulars of that conduct;,

not less than thirty (30) days before the date of the Committee meeting referred to in Sub-Rule 9.1.1.

9.2 At the Committee meeting referred to in a notice communicated under Rule 9.1, the Committee may, having afforded the member concerned a reasonable opportunity to be heard by, or to make representations in writing to, the committee, expel or decline to expel that member from membership of the association and shall, forthwith after deciding whether or not so to expel that member, communicate that decision in writing to that member.

9.3 Subject to Rule 9.5, a member who is expelled under Rule 9.2 from membership of the Club ceases to be a member fourteen (14) days after the day on which the decision so to expel him or her is communicated to him or her under Rule 9.2.

9.4 A member who is expelled under Rule 9.2 from membership of the Club shall, if he or she wishes to appeal against that expulsion, give notice to the Secretary of his or her intention to do so within the period of fourteen (14) days referred to in Rule 9.3.

9.5 When notice is given under Rule 9.4:

9.5.1 the Club in a general meeting may, after having afforded the member who gave that notice a reasonable opportunity to be heard by, or to make representations in writing to, the Club in the general meeting, confirm or set aside the decision of the Committee to expel that member; and

9.5.2 the member who gave that notice does not cease to be a member unless and until the decision of the Committee to expel him or her is confirmed under this sub-rule.

10.0 Committee of Management

10.1 The affairs of the Club shall be managed exclusively by a Committee of Management consisting of:

10.1.1 President;

10.1.2 Vice-President;

10.1.3 Secretary/Registrar

10.1.4 Treasurer;

10.1.5 Equipment Co-Ordinator;

10.1.6 Uniform Co-Ordinator;

10.1.7 Development Co-Ordinator;

10.1.8 Umpire Co-ordinator

10.1.9 Fundraising Co-Ordinator;

10.1.10 Plus any other title-bearing position as required each playing season by the club, dependent on numbers registered with the club for that season; and

10.1.11 not less than three (3) other persons holding general positions

all of whom shall be members of the Club elected annually to membership of that Committee at the Annual General Meeting or appointed under Rule 10.6

10.2 A Committee member may hold two offices under Rule 10.1 only if the second office is either Sub-Rule 10.1.5, 10.1.6, 10.1.7 or 10.1.8 of Rule 10.1 above.

10.3 No person can be an officer of the club unless they are a financial member of the club or they have a dependant child who is a financial member of the club. Life members are exempt from this ruling.

10.4 The Secretary shall ensure that notice of all persons seeking election to membership of the Committee is given to all members when notice is given to those members of the calling of the Annual General Meeting at which that election is to be held.

10.5 If the number of persons nominated for election to membership of the Committee does not exceed the number of vacancies in that membership to be filled:

10.5.1 the Secretary shall report accordingly to; and

10.5.2 the Chairperson shall declare those persons to be duly elected as members of the committee at,

the Annual General Meeting concerned.

10.6 When a casual vacancy within the meaning of Rule 21.0 occurs in the membership of the Committee:

10.6.1 the Committee may appoint a member to fill that vacancy; and

10.6.2 a member appointed under this sub-rule shall:

- (i) hold office until the commencement of; and
- (ii) be eligible for election to membership of the committee at the following Annual General Meeting.

11.0 President

11.1 Subject to this rule, the President shall preside at all general meetings and Committee meeting.

11.2 In the event of the absence from:

11.2.1 a general meeting of -

- (i) the President, the Vice-President; or
- (ii) both the President and the Vice-President, a member elected by the other members present at the general meeting;

or

11.2.2 a Committee of -

- (i) the President, the Vice-President; or
- (ii) both the President and the Vice-President, a Committee member elected by the other Committee members present

shall preside at the general meeting or Committee meeting, as the case requires.

11.3 In the absence of the President, the Vice-President will assume all duties of the President.

12.0 Secretary

12.1 The Secretary shall:

12.1.1 co-ordinate the correspondence of the Club;

12.1.2 keep full and correct minutes of the proceedings of the Committee and of the Club;

12.1.3 comply on behalf of the Club with:

- (i) Section 27 of the Act in respect of the register of members of the Club;
- (ii) Section 28 of the Act in respect of the rules of the Club;
- (iii) Section 29 of the Act in respect of the record of the officeholders, and any trustees, of the Club;

12.1.4 have custody of all books, documents, records and registers of the Club including those referred to in Sub-Rule 12.1.3, other than those required by Rule 13.0 to be kept and maintained by, or in the custody of, the Treasurer; and

12.1.5 perform such other duties as are imposed by these rules on the Secretary.

13.0 Treasurer

13.1 The Treasurer shall:

13.1.1 be responsible for the receipt of all moneys paid to or received by the Club, or by him on behalf of the Club and shall issue receipts for those moneys in the name of the Club;

13.1.2 pay all moneys referred to in Sub-Rule 13.1.1 into such account or accounts of the Club as the Committee may from time to time direct;

13.1.3 make payments from the funds of the Club with the authority of a general meeting or of the Committee and in so doing ensure that all cheques are signed by one Committee member other than himself or herself, in accordance with Rule 20.4;

13.1.4 comply on behalf of the Club with Sections 25 and 26 of the Act in respect of the accounting records of the Club;

13.1.5 whenever directed to do so by the chairperson, submit to the Committee a report, balance sheet or financial statement in accordance with that direction;

13.1.6 have custody of all securities, books and documents of a financial nature and accounting records of the Club, including those referred to in Sub-Rules 13.1.4 and 13.1.5; and

13.1.7 perform such other duties as are imposed by these rules on the Treasurer.

14.0 Equipment Co-Ordinator

14.1 The Equipment Co-Ordinator shall store and keep records of all Club equipment, and advise the Committee with respect to maintenance or replacement as necessary.

15.0 Uniform Co-Ordinator

15.1 The Uniform Co-Ordinator shall receive, compile and keep records of all uniform orders from Club members.

16.0 Coaching Development Co-Ordinator

16.1 The Development Co-Ordinator will co-ordinate all development for the club, appoint and supervise club coaches and supervise all specialist training in conjunction with the club coaches.

17.0 Umpires Co-ordinator

17.1 The Umpires Co-Ordinator will co-ordinate all umpires for the club, supervise and/or arrange for coaching of these umpires. This shall apply to both umpires who umpire Rangers teams and also umpires who umpire for other clubs/schools. Preference shall be given to umpires who umpire for Rangers teams.

18.0 Fundraising Co-Ordinator

18.1 The Fundraising Co-Ordinator will organise all fundraising activities and will keep accurate records.

19.0 Colours

19.1 The colours of the club shall be royal blue, gold and white

20.0 Playing Members

20.1 Playing members shall not be permitted to play unless they are financial members of the Club.

20.2 Playing members must complete and sign a registration form prior to commencing play. The registration form shall consist of player details, Rules of Conduct and Medical/Injury disclaimer as determined by the committee each year.

21.0 Finance

21.1 The Committee shall cause true accounts to be kept of all monies received and expended.

21.2 A balance sheet containing a summary of the assets and liabilities of the Club, together with a Statement of Profit and Loss for the preceding year shall be submitted to the Annual General Meeting.

21.3 The Committee shall conduct its financial accounts through a bank or financial institution.

21.4 All cheques shall be signed by two of the following office bearers:

- 21.4.1 the President;
- 21.4.2 the Vice-President;
- 21.4.3 the Secretary;

- 21.4.4 the Treasurer;
- 21.5 The financial year shall be from the first day of February to the thirty first day of January each twelve (12) month period.
- 21.6 An auditor(s) shall be appointed by resolution at the Annual General Meeting to audit the accounts and such auditor(s) shall not be a member of the Committee. The auditor(s) may attend the Annual General Meeting and take part in discussions.

22.0 Casual Vacancies in Membership of Committee

- 22.1 A casual vacancy occurs in the office of a Committee member and that office becomes vacant if the Committee member:
- 22.1.1 dies;
- 22.1.2 resigns by notice in writing delivered to the Chairperson or, if the Committee member is the Chairperson, to the Vice-Chairperson;
- 22.1.3 is convicted of an offence under the Act;
- 22.1.4 is permanently incapacitated by mental or physical ill-health;
- 22.1.5 is absent from more than:
- (i) three (3) consecutive Committee meetings; or
 - (ii) three (3) Committee meetings in the same financial year, of which he or she has received notice without tendering an apology to the person presiding at each of those Committee meetings; or
- 22.1.6 ceases to be a member of the Club.

23.0 Proceedings of Committee

- 23.1 The Committee shall meet together for the dispatch of business not less than once every second calendar month or as convened and the President may at any time convene a meeting of the Committee.
- 23.2 Each Committee member has a deliberative vote.
- 23.3 A question arising at a Committee meeting shall be decided by a majority of votes, however, if there is an equality of votes, the person presiding at the Committee meeting shall have a casting vote in addition to his or her deliberative vote.
- 23.4 At a Committee meeting five Committee members constitute a quorum.
- 23.5 Subject to these rules, the procedure and order of business to be followed at a Committee meeting shall be determined by the Committee members present at the Committee meeting.
- 23.6 A Committee member having any direct or indirect pecuniary interest referred to in Section 21 or 22 of the Act shall comply with that Section.

24.0 General Meetings

24.1 The Committee:

- 24.1.1 may at any time convene a special/general meeting;
- 24.1.2 shall convene Annual General Meetings within the time limits provided for the holdings of annual general meetings by Section 23 of the Act, not earlier than 15 January, nor later than 28 February (29 February if a leap year) each year.
- 24.1.3 shall, within thirty (30) days of:
 - (i) receiving a request in writing to do so from not less than ten (10) members, convene a special general meeting for the purpose specified in that request; or
 - (ii) the Secretary receiving a notice under Rule 9.4, convene a special general meeting for the purpose of dealing with the appeal to which that notice relates.

24.2 The members making a request referred to in Sub-Rule 24.1.3(i) shall:

- 24.2.1 state in that request the purpose for which the special general meeting concerned is required; and
- 24.2.2 sign that request.

24.3 If a special general meeting is not convened within the relevant period of thirty (30) days referred to:

- 24.3.1 in Sub-Rule 24.1.3(i), the members who made the request concerned may themselves convene a special general meeting as if they were the Committee; or
- 24.3.2 in Sub-Rule 24.1.3(ii), the member who gave the notice concerned may himself or herself convene a special general meeting as if he or she was the Committee.

24.4 When a special general meeting is convened under Sub-Rule 24.3.1 or 24.3.2:

- 24.4.1 the committee shall ensure that the members or member convening the special general meeting are supplied free of charge with particulars of all members; and
- 24.4.2 the Club shall pay the reasonable expenses of convening and holding the special general meeting.

24.5 Subject to Rule 24.8, the Secretary shall give to all members not less than fourteen (14) days notice of a general meeting and of any motions to be moved at the general meeting.

24.6 A notice given under Rule 24.5 shall specify:

- 24.6.1 when and where the general meeting concerned is to be held; and
- 24.6.2 particulars of the business to be transacted at the general meeting concerned and of the order in which that business is to be transacted.

24.7 In the case of an annual general meeting, the order in which business is to be transacted is:

- 24.7.1 minutes of previous general meeting;

- 24.7.2 the consideration of the accounts and reports of the Committee;
 - 24.7.3 the election of Committee member to replace outgoing Committee members; and
 - 24.7.4 any other business requiring consideration by the Club in a general meeting.
- 24.8 The Secretary shall give to all members not less than twenty-one (21) days notice of a general meeting, at which a special resolution is to be proposed and of any other motions to be moved at that general meeting.
- 24.9 The Secretary may give notice under Rule 24.5 or 24.8 by:
- 24.9.1 serving it on a member personally; or
 - 24.9.2 sending it by post to a member at the address of the member appearing in the register of members kept and maintained under Section 27 of the Act.
- 24.10 When notice is sent by post under Sub-Rule 24.9.2, sending of the notice shall be deemed to be properly effected if the notice is sufficiently addressed and posted to the member concerned by ordinary pre-paid mail.

25.0 Quorum in Proceedings at General Meetings

- 25.1 At a general meeting 20 members present in person constitute a quorum.
- 25.2 If within thirty (30) minutes after the time specified for the holdings of a general meeting in a notice given under rule 24.5 or 24.8:
- 25.2.1 as a result of a request or notice referred to in Sub-Rule 24.1.3, or as a result of action taken under Rule 24.3 a quorum is not present, the general meeting lapses; or
 - 25.2.2 otherwise than as a result of a request, notice or action referred to in 25.2.1, the general meeting stands adjourned to the same time on the same day in the following week and to the same venue.
- 25.3 If within thirty (30) minutes of the time appointed by Sub-Rule 25.2.2. for the resumption of an adjourned general meeting a quorum is not present, the members who are present in person may nevertheless proceed with the business of that general meeting as if a quorum were present.
- 25.4 The Chairperson may, with the consent of a general meeting at which a quorum is present, and shall, if so directed by such a general meeting, adjourn that general meeting from time to time and from place to place.
- 25.5 There shall not be transacted at an adjourned general meeting any business other than business left unfinished or on the agenda at the time when the general meeting was adjourned.
- 25.6 When a general meeting is adjourned for a period of thirty (30) days or more, the secretary shall give notice under Rule 24.1 of the adjourned general meetings as if that general meeting were a fresh general meeting.

25.7 At a general meeting:

25.7.1 an ordinary resolution put to the vote shall be decided by a majority votes cast on a show of hands; and

25.7.2 a special resolution put to the vote shall be decided in accordance with Section 24 of the Act.

25.8 A declaration by the Chairperson at a general meeting that a resolution has been passed as an ordinary resolution thereat shall be evidence of that fact unless, during the general meeting at which the resolution is submitted, a poll is demanded in accordance with Rule 25.9.

25.9 At a general meeting, a poll may be demanded by the Chairperson at the general meeting or by three or more members present in person and, if so demanded, shall be taken in such manner as the Chairperson directs.

25.10 If a poll is demanded and taken under Rule 25.9 in respect of an ordinary resolution, a declaration by the Chairperson of the result of the poll is evidence of the matter so declared.

25.11 A poll demanded under Rule 25.9 on the election of a person to preside over a general meeting or on the question of an adjournment shall be taken forthwith on that demand being made.

26.0 Minutes of Meetings of the Club

26.1 The Secretary shall cause proper minutes of all proceedings of all general meetings and committee meetings to be taken and then to be entered within thirty (30) days after the holdings of each general meeting or committee meeting, as the case requires, in a minute book kept for that purpose.

26.2 The Chairperson shall ensure that the minutes taken of a general meeting or Committee meeting under Rule 26.1 are checked and signed as correct by the Chairperson of the general meeting or Committee meeting to which those minutes relate or of the next succeeding general meeting or Committee meeting, as the case requires.

26.3 When minutes have been entered and signed as correct under this rule, they shall, until the contrary is proved, be evidence that:

26.3.1 the general meeting or Committee meeting to which they relate (in this sub-rule called "the meeting") was duly convened and held;

26.3.2 all proceedings recorded as having taken place at the meeting did, in fact, take place thereat; and

26.3.3 all appointments or elections purporting to have been made at the meeting have been validly made.

27.0 Voting Rights of Members of Club

27.1 Subject to these rules, all members who are sixteen (16) years of age and over, each member present in person at a general meeting is entitled to a deliberative vote.

27.2 Members who are below sixteen (16) years of age are entitled to be represented by a single parent., who will be entitled to one vote only on any issue at any general meeting.

27.3 Only financial members of the Club are eligible to vote.

28.0 Rules of the Club

28.1 The Club may alter or rescind these rules, or make rules additional to these rules, in accordance with the procedure set out in Section 17, 18 and 19 of the Act.

28.2 These rules bind every member and the Club to the same extent as if every member and the Club had signed and sealed these rules and agreed to be bound by all their provisions.

29.0 Common Seal of the Club

29.1 The Club shall have a common seal on which its corporate name shall appear in legible characters.

29.2 The common seal of the Club shall not be used without the express authority of the Committee and every use of that common seal shall be recorded in the minute book referred to in Rule 26.0

29.3 The affixing of the common seal of the Club shall be witnessed by any two of the President, the Secretary and the Treasurer.

29.4 The common seal of the Club shall be kept in the custody of the Secretary or of such other person as the Committee from time to time decides.

30.0 Inspection of Records etc. of Club

30.1 A member may at any reasonable time inspect, without charge, the books, documents, records and securities of the Club.

31.0 Distribution of Surplus on Winding up of Club

31.1 If, on the winding up of the Club, any property of the Club remains after satisfaction of the debts and liabilities of the Club and the costs, charges and expenses of that winding up, that property shall be distributed:

31.1.1 to another incorporated association having objects similar to those of the Club; or

31.1.2 for charitable purposes

which incorporated association or purposes, as the case requires shall be determined by resolution of the members when authorising and directing the Committee under Section 33(3) of the Act to prepare a distribution plan for the distribution of the surplus property of the Club.