

# **CONSTITUTION OF THE HURSTVILLE UNITED JUNIOR RUGBY LEAGUE FOOTBALL CLUB**

*As At 1st November 1991*

This constitution shall cancel all preceding constitutions and By-Laws of the Hurstville United Junior Rugby League Football Club.

## Rule 1 - Name

The name of the Club shall be the Hurstville United Junior Rugby League Football Club and herein wherever appearing the word `Club' shall refer to the Hurstville United Junior Rugby League football Club, and the colours of the Club shall be blue and white.

## Rule 2 - Locality

The locality of the Club shall be within the St. George District of Sydney, New South Wales, where all meetings of the Club will be held.

## Rule 3 - Objectives

The objectives of the Club are:

- a. To promote, develop and foster sport in the St. George District;
- b. To develop playing skills and encourage the attainment of success in sport;
- c. To encourage comradeship, develop character and encourage the participation of all residents of the St. George District in Club activities.

## Rule 4 - Affiliation

The Club shall remain an affiliated member of the St. George District Junior Rugby Football League and shall be subject to all the terms, conditions, rules and by-laws of such affiliations.

## Rule 5 - Meetings

c. The meetings shall be:

1. Annual Meeting
2. Special General Meeting
3. General Meetings
4. General Executive Meetings

c. A Special General Meeting of the General Committee may be convened by the Executive Committee or upon a requisition signed by one-third of the members of the

General Committee through the Secretary by giving twenty-four hours notice to each member of the Executive Committee and General Committee, (the notice shall definitely state the business proposed to be transacted and no other business except that for which the meeting is called shall be taken at such Special General Meetings).

c. Any meeting may be adjourned to such time and place as the majority of the members present may determine

c. The business to be transacted at General Meetings shall be:

1. Persons in attendance
2. Apologies
3. Minutes of previous meetings
4. Business arising out of those minutes
5. Reports
6. Correspondence and action thereon
7. Honorary Treasurer's report
- I. Previous Balance
- II. Recording Income
- III. Passing of Accounts
- IV. Current Balance
8. General Business

#### Rule 6 - Annual Meetings

a. The Annual Meeting shall be held on the last Monday in October annually and seven days notice of the date and place of such Annual Meeting shall be given in writing to all members of the previous years Club Executive Committee and General Committee and by notice to be placed at a venue to be determined from time to time by the Club Executive Committee and General Committee

b. The following shall be entitled to vote at Annual Meetings

1. All previous year's Executive Committee
2. General Committee
3. Club members who have paid their membership fees for and in the previous year

c. The business to be transacted at an Annual Meeting shall be

1. Reading and confirmation of the Minutes of the previous Annual Meeting
2. Consideration and adoption of the Annual Balance Sheet
3. Correspondence
4. Accounts
5. Election of Executive Committee for the ensuing year
6. Election of 3 Delegates to the Junior League, 3 Proxy Delegates to the Junior League, and 1 Publicity Officer for the ensuing year
7. General Business
8. Membership fees for the ensuing year

## Rule 7 - Membership Fees

Shall be the annual membership fee set by the Executive Committee following the Annual Meeting each year. Membership includes a junior player or players and parent and or parents, or guardian or guardians, senior player not being of the age of eighteen (18) years and supporters of the Club. Such membership entitles such family or member to one vote only at the Annual Meeting. Junior player means those who play in the Under 7's to Under 15's and senior player means those who compete in the Under 16's to A Grade.

## Rule 8 - Officials

The Officials of the Club shall be:

a. The Executive Committee comprising:

- o President
- o Senior Vice President
- o Three Junior Vice Presidents
- o Honorary Secretary
- o Assistant Honorary Secretary
- o Honorary Treasurer
- o Assistant Honorary Treasurer
- o Social Secretary

who shall be elected at the Annual Meeting and shall then hold office until their successors are appointed

b. The General Committee comprising

- o Three delegates to the Junior League
- o Three proxy delegates to the Junior League
- o One Publicity Officer

as well as any financial Club member declaring themselves available to serve in that capacity to the elected Executive Committee of the Club

c. Team Managers who shall be members of the General Committee

d. Team Coaches who shall be appointed by the Executive Committee only

e. Team Selectors who will comprise Team Coach and Team Manager, to be approved by the Executive Committee

f. Team Captains who shall be appointed by the Team Selectors

g. All officials must be financial Club members on and from 1st April annually and all players or other persons, not being officials, must be financial Club members on and from 30th June annually

- h. In the case of any member of the Executive Committee or General Committee failing to attend three consecutive meetings, his seat and position may be declared vacant by resolution provided however that the seat of the member of the Executive Committee or General Committee shall be declared vacant if it is deemed by the remainder of the Executive Committee and General Committee that there was good and sufficient reason for his absence
- i. Any vacancy occurring in a position of the Executive Committee between Annual Meetings shall be filled by a member of the General Committee.

#### Rule 9 - Powers of the Executive Committee

- a. The affairs of the Club shall be controlled and managed by the Executive Committee and such Sub-Committee or Sub-Committees as it may appoint
- b. The Executive Committee shall have the power to admit or exclude visitors at Club meetings but no visitor shall have voting rights but may with the consent of the Executive Committee address such meetings
- c. The Executive Committee shall have the power to deal with and adjudicate on any complaint made to it of misconduct by any member of the Club provided such complaint is of misconduct detrimental to the policy, image, interest, and welfare of the Club
- d. The Executive Committee shall have the power to cite or cause to appear before it any member of the Club against whom a complaint of misconduct has been made and after proper inquiry shall adjudicate and take such action as it may deem fit.

#### Rule 10 - Funds

- a. The Executive Committee shall have sole control of all funds and monies raised by whatever means from whatever source in the name of the Club or donated to the Club
- b. The books and records of account of the Club shall be audited annually by Auditors appointed by the Executive Committee and a copy of the Annual Balance Sheet shall be submitted at each Annual Meeting by the Honorary Treasurer, and/or the Honorary Assistant Treasurer, the end of the Financial Year is to be 30th September.
- c. No member of the Club shall commit the Club to any expenditure unless same has been sanctioned and approved by the Executive Committee
- d. The Honorary Treasurer and/or the Honorary Assistant Treasurer shall at each General Meeting submit full details of all income and expenditure since the last meeting and shall report the latest balance
- e. The Honorary Treasurer and/or the Honorary Assistant Treasurer shall submit all accounts to the Executive Committee in the approved manner and all payments from the funds shall be made by cheque
- f. All funds of the Club shall be banked or invested in the name of Hurstville United Junior Rugby League Football Club and be operated upon only by the President, Honorary Secretary and Honorary Treasurer, and any two of the President, Honorary Secretary and Honorary Treasurer shall be signatories on all cheques and accounts

- g. The Honorary Treasurer and Honorary Assistant Treasurer of the Club shall keep a proper set of books in a manner prescribed and such books together with all vouchers, receipts and documents relating to the same shall be produced when and where directed by the Executive Committee of the Club
- h. All monies received for and on behalf of the Club shall be received by the Honorary Treasurer or Honorary Assistant Treasurer for which a suitable receipt in the Club's name shall be drawn
- i. 10% of all monies raised in the name of Hurstville United Junior Rugby League Football Club is payable to the general funds.

#### Rule 11 - Life Membership

- a. Any member of the Club may be elected a Life Member of the Club in accordance with these Rules provided that a period of ten (10) consecutive years or for a broken number of years totalling fifteen (15) years he has served with the Club in the capacity of playing member or official or both
- b. The Executive Committee may recommend to the Annual Meeting of the Club not more than two (2), but not necessarily any, member of the Club for Life membership if in the opinion of the Executive Committee they have merited that privilege by reasons of services rendered to the Club
- c. Nominations for Life membership shall be made in writing by the proposer and seconder both of whom must be members of the Executive Committee or General Committee endorsed by the consent of the nominee and accompanied by the written qualifications and history of such nominee which shall be verified by the Honorary Secretary
- d. Nominations for Life Membership shall close at the last General meeting of the Club held in the month of August of each year. All nominations for Life Membership must be submitted each year irrespective of any previous nomination
- e. Only two (2) Life Memberships may be bestowed in any one year and in the event of more than two (2) nominees being recommended by the Executive Committee to the Annual Meeting a ballot of all members present at such Annual Meeting shall decide the two (2) recipients for that year
- f. Upon election of a Life Member the recipient shall be exempt from the payment of Annual membership subscriptions to the Club and shall be entitled to and shall retain the full privileges of membership of the Club.

#### Rule 12 - Domestic Rules

The Executive Committee will be empowered to formulate domestic rules, providing that same do not conflict with the Constitution of the St. George District Junior Rugby Football League.

#### Rule 13 - Disqualification

Any member of the Club while under suspension or disqualification shall not be eligible to hold any position of Office and shall forfeit all privileges of membership of the Club.

## Rule 14 - Standing Orders

- a. The Executive Committee shall meet upon such days and at such times and places as it may appoint
- b. A quorum of the club shall be seven (7) members
- c. In the event of a quorum not being present half an hour after the time fixed, the meeting shall lapse
- d. It shall not be necessary for the Honorary Secretary to notify the members of the General Meeting or the calling of a meeting, except the Annual Meeting
- e. The Chair shall be taken by the President, in his absence, the Senior Vice President, and should either of these not be available, a Junior Vice President. Should however any of the aforementioned not be present, the members present shall elect a Chairman
- f. The Chairman may with the consent of the meeting alter the order in which the business of such meeting shall be taken
- g. No resolution of the Executive Committee shall be altered or rescinded unless seven (7) days notice shall be given by the member proposing such alteration or rescission. Such notice shall be in writing giving names of proposer or seconder
- h. The voting at all meetings except the election of officials shall be by show of hands which shall be conclusive in the declaration of the result by the Chairman unless a vote by ballot or division be immediately demanded
- i. The Chairman of any meeting shall have a casting vote only, unless he be a Delegate, who shall deliberate vote only
- j. Members will be allowed to speak only once to the question but may rise to a 'point of order' or to correct a mis-statement but no second speech shall be allowed except when speaking to an amendment. (The proposer of a motion shall be allowed ten (10) minutes in opening, all other speakers five (5) minutes. The proposer has the right of reply.)
- k. Any decision or ruling of the Chairman may be dissented from, and overruled by a majority of the voters present, but a motion of dissent from the Chairman's ruling shall be put without discussion
- l. All books and papers in connection with the Club shall be kept by the recognised Officials of the club and must be obtainable at all meetings of the Club
- m. No member of the Executive Committee or General Committee shall leave the room during the meeting unless with the Chairman's permission
- n. No sum of money shall be paid unless same has been passed by the Executive Committee
- o. Any breaches of Regulations in regard to training facilities will require the officials of the team or teams involved to appear before the Executive committee and show just cause and reason for their actions.
- p. No persons can obtain monies by any means in the name of Hurstville United Junior Rugby League Football Club Inc without written permission of the Executive and can be cancelled at any time by the Executive Committee.

#### Rule 15 - Seven Year Achievement Award

- a. Any player having completed seven (7) years playing service with the Club shall automatically become eligible for an award in recognition of such service
- b. This award shall only apply to any player who commences his playing career with the Club prior to 'C' grade
- c. In recognition of this achievement such player shall be presented with a suitable memento or token at an appropriate time and place.

#### Rule 16 - Membership Entitlements

Every member upon joining the Club becomes entitled to all privileges that the Club can impart and as his joining is a voluntary act on his part so his acquiescence to any Club rules, regulations or by-laws or any that may be hereafter enacted is hereby implied as well as his submission to the restrictions and penalties imposed by them.

#### Rule 17 - Ladies Auxiliary

- a. A committee to be formed annually and known as the Hurstville United Junior Rugby League Football Club Ladies Auxiliary shall be an affiliated Sub-Committee of the Hurstville United Junior Rugby League Football Club
- b. The Committee shall consist of all persons prepared to form the committee, who shall elect a President, Secretary and Treasurer as an Executive to control their activities
- c. A quorum shall consist of three (3) members
- d. A bank account shall be opened and maintained in the name of the Hurstville United Junior Rugby League Football Club Ladies Auxiliary into which all monies raised shall be deposited. The signatories on this account will be any two of the President, Secretary and Treasurer of such Committee plus the President and Honorary Treasurer of the Hurstville United Junior Rugby League Football Club
- e. A set of Books of Account shall be maintained and made available for audit
- f. A Credit Trading Balance shall be determined annually by the President, Secretary and Treasurer of such Committee and the President and Honorary Treasurer of Hurstville United Junior Rugby League Football Club
- g. On the 31st October annually any surplus over and above the determined credit trading balance shall be transferred to the Hurstville United Junior Rugby League Football Club account
- h. Any monies raised by this committee that is given to the senior club would also have a written indication for the allocation of such monies.