

**GALTON NETBALL CLUB INCORPORATED
CONSTITUTION
NOVEMBER 2015**

1. TITLE

The name of the netball club shall be Galston Netball Club Incorporated (hereinafter called 'the Club'). The Club was incorporated on 13 October 2005. The registered number is INC9884500.

2. COLOURS

The Club's colours shall be predominately navy blue and green.

3. COMMUNICATIONS

Communications for the Club shall be c/- address of the Secretary.

4. OBJECTIVES

The objectives of the Club shall be:

- a) to further the interests of its Members and promote and control the game of netball within the Club;*
- b) to select, grade, coach and manage the Club's teams;*
- c) to affiliate and support the Hills District Netball Association Inc (hereinafter called 'HDNA') and the NSW Netball Association Limited;*
- d) to cooperate with other affiliated organisations in NSW for the promotion of netball;*
- e) to facilitate or assist resolution in the case of a dispute within the Club;*
- f) to apply the assets and income of the Club solely in promotion of its above-mentioned objectives and ensure that no portion shall be distributed, directly or indirectly, to any person except as bona fide compensation of expenses incurred on behalf of the Club.*

5. PATRON

The Club may from time to time appoint one or more patrons and may also cancel such appointments.

6. MEMBERSHIP

- a) The Club is the controlling body for amateur netball played by its Members and its authority shall be recognised by all Members who shall adopt and obey the Constitution and By-Lays of the Club.*
- b) All Senior and Junior Members (as defined by NSW Netball Association Limited) shall be amateurs as defined by the Constitution of the International Federation of Netball Associations.*
- c) Membership is open to:*
 - i) Senior Members of NSW Netball Association Limited*
 - ii) Junior Members of NSW Netball Association Limited*
 - iii) Non-playing Members of NSW Netball Association Limited*

- iv) *Any other person who can be a member of NSW Netball Association Limited to play netball in New South Wales*
- v) *Life Members*

d) *Definition of Members*

- i) *Senior, Junior, Non-Playing and other Members will be as defined by NSW Netball Association Limited*
- ii) *Life Members:*
 - *A member may be eligible for Life Membership of the Club after seven (7) years service in an executive or other position at the discretion of the Executive Committee. Life membership will be voted on at an Executive Meeting. Life membership will entitle the holder to receive one netball registration annually for either themselves or an immediate family member paid for by the club (amended 2/6/08).*

7. FEES, SUBSCRIPTIONS, ETC.

The fees, subscriptions, etc. to be paid by Members shall be determined by resolution of the Executive Committee prior to registration for the season.

8. MEMBERS' LIABILITY

The liability of a Member of the Club to contribute towards the payment of the debts and liabilities of the Club or the cost, charges and expenses of the winding up of the Club is limited to the amount, if any, unpaid by the Member in respect of their membership of the Club.

9. CLUB ORGANISATION

- a) *The following office bearers will comprise the Executive Committee (hereinafter called 'the Executive'). Note that this is a minimum requirement. Some positions may be split depending on volunteers available, e.g. Senior and Junior Registrar. Also, it may be possible for one person to hold more than one position. However, this must be done in accordance with point 11 (l) of this constitution.*

- *President*
- *Vice President*
- *Treasurer*
- *Secretary*
- *Registrar*
- *Umpire Convenor*
- *Publicity Officer*
- *Gear Steward*
- *Two (2) HDNA Delegates*

- b) *Any casual vacancy on the Executive shall be filled by a nominee from the Club. A vacancy shall be deemed to have occurred in respect of any Committee Member who has given notice of his/her inability to fulfil their committee duties.*

- c) *The Executive shall be responsible for the execution of the objectives of the Club and, without in any way limiting this responsibility, shall have power to:

 - i) *control and manage the affairs of the Club;*
 - ii) *control the funds of the Club and for that purpose to open and operate banking accounts, to acquire real and personal property of all descriptions and to sell or otherwise dispose of it;*
 - iii) *ensure that the Club abides by the Constitutional and By-Law requirements of HDNA.**

- d) *The Executive may take disciplinary action pursuant to the Constitution against any Member of the Club. The Member concerned shall have the right to appeal within fourteen (14) days of the date of notification of the disciplinary action.*

- e) *No Office Bearer shall be entitled to receive remuneration for any services as such except by way of reimbursement for expenses incurred on behalf of the Club.*

10. MEETINGS

- a) *The President shall take the chair at all meetings. In the President's absence, the chair shall be taken by the Vice President.*
- b) *If neither the President nor the Vice President is present within 30 minutes of the time fixed for the commencement of the meeting, the members of the Executive present shall elect a chairperson.*
- c) *If no quorum (see below) is present 30 minutes after the time fixed for the commencement of a meeting, it shall be adjourned to such time and place as the Chairperson shall decree. The Secretary shall give notice of such meeting to each relevant Member.*
- d) *Each Member shall have one (1) vote. Votes shall be taken in such manner as the Chairperson shall direct, except that a secret ballot shall be taken if any Member requests it.*
- e) *In the case of an equality of votes, the President shall, in addition, have a casting vote.*
- f) *General Club Meetings –*
 - i) *The Executive should meet at least four times per year via General Club meetings at a time and place advised by the Secretary.*
 - ii) *A quorum for General Club meetings shall consist of at least one half of the members of the Executive.*
 - iii) *Any club member may attend General Club meetings.*
 - iv) *Order of business at General Club meetings shall be:*
 - 1) *Attendance*
 - 2) *Apologies*
 - 3) *Confirmation of minutes of the previous meeting*
 - 4) *Business Arising*
 - 5) *Correspondence*
 - 6) *Treasurer's Report*
 - 7) *Umpire Convenor's Report*
 - 8) *Registrar's Report*
 - 9) *HDNA Delegates' Report*
 - 10) *President's Report*
 - 11) *Gear Steward's Report*

- 12) General Business
- 13) Next Meeting

11. ANNUAL GENERAL MEETING

- a) *The Annual General Meeting (AGM) shall be held no later than November each year. The Secretary shall advise the time and place.*
- b) *A quorum for the AGM shall consist of at least half of the Executive Committee.*
- c) *All members may attend the meeting. In the case of the Junior Members, each may be represented by one primary caregiver. A Junior Member is a Member who will turn 15 years of age or less on or before 31 December in the relevant year.*
- d) *Each Member is entitled to one vote only. Proxy votes will be accepted as submitted to the Secretary.*
- e) *Not less than fourteen (14) days written notice of the date of the AGM of the Club shall be given via the Club Newsletter and website.*
- f) *The business of the AGM shall be: attendance, apologies, confirmation of the minutes of the previous AGM, Treasurer's Annual Report, President's Report, Election of the Executive Committee, any other business as the meeting decides.*
- g) *All Executive Committee positions are to be declared vacant before the election.*
- h) *The Executive elected at the AGM shall assume office at the conclusion of the AGM and shall hold office for the ensuing year.*
- i) *Should the Secretary, prior to the AGM, receive no nominations for a position then nominations for that position may be called for from the floor.*
- j) *Existing office bearers shall be eligible for re-election.*
- k) *To be eligible for nomination for the Executive Committee a nominee must be 18 years or older.*
- l) *No person shall be elected to more than one position on the Executive Committee unless there are insufficient nominees. In this case a person may, with the unanimous approval of the Executive hold two or more positions; however, they will still have only one vote in accordance with point d) above.*
- m) *Other business to be tabled at the AGM must be submitted to the Secretary at least two (2) weeks before the scheduled date for the AGM.*

12. SPECIAL GENERAL MEETINGS

- a) *A Special General Meeting may be called by the Secretary at the direction of the President or on request signed by not less than two Executive Members.*
- b) *Not less than fourteen (14) days written notice shall be given to each Member specifying the time and place of the Special General Meeting. In extenuating circumstances less notice may be given.*
- c) *A quorum for a Special General Meeting shall consist of at least half of the Executive Committee.*

13. FINANCE

- a) *The funds of the Club shall be derived from the annual subscriptions of playing Members, donations and, subject to any resolution by the Club in a Club meeting, any other sources as the Executive determines.*
- b) *The banking accounts of the Club will be kept at Bendigo Bank Galston unless amended and approved by the Executive Committee.*

- c) *The financial year of the Club shall commence on 1 October each year and end 30 September the following year.*
- d) *All cheques and internet transaction, being transfers or BPay, operating on the accounts shall be signed or authorised by two (2) executive committee members.*
- e) *Office bearers eligible to sign / approve payments shall be the President and Treasurer of the Club. Additional office bearers eligible to sign / approve payments may be added and determined by the Executive Committee at the commencement of each season.*
- f) *At the close of each Club financial year the Treasurer will submit the yearly accounts and a report at the Annual General Meeting.*
- g) *The financial records of the Club shall be audited by an external accountant every two (2) years or as requested by the Executive Committee. The completed audit will be presented at a subsequent meeting. The costs associated with this audit will be spilt over the two (2) years.*
- h) *The Club must ensure that an Annual summary of financial affairs (Form A12 – Dept Fair Trading) for the financial year is lodged with the Director-General 1 month after the AGM.*
- i) *All expenses, including reimbursements, must be sent to Treasurer as per the Club's Expense Guidelines.*
- j) *A current financial position of the Club is to be tabled at each general Club meeting.*
- k) *Any Member of the Club may inspect the books of account, Members Roll and Minute Books of the Club at any reasonable time by arrangement with the Treasurer and/or Secretary.*
- l) *All fees payable to HDNA shall be paid by the due date.*
- m) *Gear Steward will provide Treasurer with a full stock take of all merchandise prior to the end of the financial year.*

14. ENFORCEMENT OF CONSTITUTION

- a) *The authority of the Club shall extend to and be recognised by all Members.*
- b) *The Executive shall have power to deal with and adjudicate upon all questions and disputes as to the interpretation of the Constitution and By-Laws, and upon any complaint made to it of misconduct detrimental to the policy, interests or welfare of the Club by any team or person to whom this Constitution applies.*
- c) *The Executive may vote to caution, expel or suspend from membership, for such period as it thinks fit, any such person to whom this Constitution applies. The person concerned shall have been notified in writing at least ten (10) days before the meeting at which the matter is to be considered. They shall be invited to attend the meeting and have an opportunity to respond orally or in writing, giving any explanation or defence as the team or Member may think fit.*
- d) *The Member concerned in (c) shall have the right of appeal in writing within ten (10) days of the date of notification of the disciplinary action.*

15. ALTERATIONS TO CONSTITUTION AND BY-LAWS

The Constitution and By-Laws of the Club may be altered by a majority of at least three quarters of those Members present and eligible to vote at an Annual General Meeting. Club Members will be notified 14 days prior to the Annual General Meeting or Special Meeting of any special resolutions that have been received.

16. DISSOLUTION OF THE CLUB

- a) The Club shall not be dissolved except by Special Resolution passed by a majority of at least three-quarters of the Executive present then voted at a Special General Meeting of the Club of which at least 21 days written notice specifying the resolution to be preposed has been given.*
- b) On dissolution of the Club any property remaining after the determination and settlement of all debts and liabilities shall revert to HDNA.*