

FLAGSTAFF HILL FOOTBALL CLUB Inc.

CONSTITUTION

1. NAME

The name of the Club is "Flagstaff Hill Football Club Inc." (hereinafter referred to as "The Club").

2. DEFINITIONS

In this Constitution:-

"Committee" - means the Management Committee described in paragraph 6 of this Constitution.

"General Meeting" means an Annual General Meeting of the Club convened in accordance with paragraph 10 of this Constitution.

"Member" - means a member of the Club, as specified in paragraph 5.

"Year" - means the financial year of the Club, as specified in paragraph 14 (g).

"Officers" - means the Officers of the Club, as described in paragraph 6 (b).

3. OBJECTS

The objects of the Club are:

- (a) To promote interest in, and encourage involvement in the game of Australian Rules Football.
- (b) To provide such facilities and services to members as may be considered necessary by the Committee.
- (c) To promote good fellowship among members.
- (d) To educate, train, coach and encourage members of the club.
- (e) To do all such things that may be considered by the committee to be conducive to the furtherance of the Club.

4. POWERS

The powers of the Club are:

- (a) To acquire, hold, deal with, and dispose of, any real or personal property; and
- (b) administer any property on trust; and
- (c) open and operate ADI (Authorised Deposit Taking Institution) accounts; and
- (d) invest its moneys -
 - (1) In any security which trust moneys may, by Act of Parliament, be invested; or
 - (2) In any other manner authorized by the rules of the association; and
- (e) borrow money upon which terms and conditions as the association thinks fit; and
- (f) give such security for the discharge of liabilities incurred by the association as the association thinks fit; and
- (g) appoint agents to transact any business of the association on its behalf; and
- (h) enter into any other contract it considers necessary or desirable.

5. AFFILIATION

The Club shall be affiliated with such other Clubs, Associations or bodies as determined by the membership at a General Meeting.

6. MEMBERSHIP

- (a) There shall exist the following classes of membership:
 - (1) Playing: Playing members shall be all members participating in senior grades of competition.
 - (2) Junior: Junior members shall be all members participation in junior grades of competition. Junior membership shall include be inclusive of parents of junior players.
 - (3) Concessionary: Concessionary members shall be all members who are full-time students at a secondary school or tertiary institution, unemployed, or eligible for other Government benefits, at the discretion of the committee.
 - (4) Social: Social members shall be non-playing members, including partners of players.
 - (5) Life: Life membership, conferred in accordance with paragraph 17.
- (b) No person shall be considered as a member until the prescribed subscription has been paid.

- (c) Membership of the Club shall entitle the person to:
 - (1) Receive annual notices and any other publications issued by the Club.
 - (2) Participate in all activities of the Club, and receive a members' discount where it is offered.
 - (3) Vote at any General meeting of the Club.
 - (4) Stand for election as a member of the Committee.
 - (5) Attend Committee meetings with the approval of the chairperson of that meeting, and speak at such meetings when invited to do so.
 - (6) Receive any other benefits offered to members.
- (d) Continuation of membership in the Club is contingent on the member's agreement to comply with, and be bound by this Constitution.

7. MANAGEMENT COMMITTEE

- (a) The Management Committee shall be elected at the Annual General Meeting, and shall hold office until the ensuing Annual General Meeting, unless they resign or are removed at a special General Meeting.
- (b) The following positions shall be the Officers of the Club, and comprise the Executive:
 - (1) PRESIDENT
 - (2) CHAIRMAN
 - (3) DEPUTY CHAIRMAN
 - (4) SECRETARY
 - (5) TREASURER
- (c) The Management Committee shall comprise the Officers plus the following:
 - (1) SENIOR FOOTBALL DIRECTOR
 - (2) JUNIOR FOOTBALL DIRECTOR
 - (3) SOCIAL DIRECTOR
 - (4) SPONSORSHIP AND PROMOTIONS DIRECTOR
 - (5) FACILITIES MANAGER
 - (6) PLAYERS REPRESENTATIVE
 - (7) ADDITIONAL COMMITTEE MEMBERS (As determined by the AGM)
- (d) Any member shall be eligible to hold any Committee position.

8. PROCEDURE FOR NOMINATION AND ELECTION OF COMMITTEE

- (a) Nominations for all positions shall be called for in the notice of the Annual General Meeting distributed to members, and may be submitted in writing to the Secretary prior to the Annual General Meeting.
- (b) A list of nominations received shall be prominently displayed at the venue of the Annual General Meeting prior to the meeting.
- (c) Additional nominations may be accepted from those present at the Annual General Meeting, immediately prior to the voting on each position.
- (d) Any member may be elected to hold more than one position.
- (e) Should a position be unfilled at the Annual General Meeting, the Committee shall endeavour to appoint a person to fill that position.

9. DUTIES AND RESPONSIBILITIES OF COMMITTEE

- (a) The Committee shall be responsible for managing the affairs of the Club, including:-
 - (1) Finances
 - (2) Property and Works
 - (3) Coaching
 - (4) Playing, fundraising and social activities
 - (5) Sponsorship and Promotion
 - (6) Disputes, etc
- (b) The Committee may, by resolution, delegate all or any of its powers to a sub-committee or sub-committees, consisting of one or more persons as it sees fit to appoint. It may at any time revoke or recall any such delegation or appointment.
Such sub-committees may include:-
 - (1) SENIOR MATCH COMMITTEE – To organize all aspects of the Club's operation related to senior football competition, including team selection, ancillary personnel and equipment. Shall be chaired by the Senior Football Director.
 - (2) JUNIOR COORDINATING COMMITTEE – To coordinate all aspects of the Club's operation related to junior football competition, including team selection, ancillary personnel and equipment. Shall be chaired by the Junior Football Director.

- (3) SOCIAL COMMITTEE – To organize social and fundraising events. Shall be chaired by the Social Director.
- (4) SPONSORSHIP AND PROMOTIONS COMMITTEE – To coordinate sponsorship, and actively promote membership of the club. To be chaired by the Sponsorship and Promotions Director.
- (5) FACILITIES COMMITTEE – To coordinate the operations of the bar, canteen and other facilities. To be chaired by the Facilities Manager.
- (c) In the event of any Committee member being unable to fulfil their duties or resigning, the Committee shall be empowered to appoint any member to fill the casual vacancy so created.
- (d) The Committee shall be empowered to co-opt the assistance of members outside the committee for any task.

10. DUTIES OF OFFICERS

- (a) President:-
 - (1) To chair General Meetings of the Club.
 - (2) To be the official spokesperson of the Club, and represent the Club at official functions.
- (b) Chairman:-
 - (1) To plan agendas of all meetings.
 - (2) To chair all meetings of the Committee
 - (3) To be the executive officer of the club.
 - (4) To be an ex-officio member of all committees.
- (c) Deputy Chairman:-
 - (1) To assist the Chairman in the performance of his/her duties.
 - (2) To carry out the duties of the Chairman in the event of his/her absence or inability to do so.
 - (3) To perform such duties as determined by the Committee.
- (d) Secretary:-
 - (1) To take minutes of all meetings, and distribute them prior to the subsequent meeting.
 - (2) To handle all correspondence of the Club.
 - (3) To maintain the non-financial records of the Club.
- (e) Treasurer:-
 - (1) To manage the finances of the Club in accordance with this constitution and as directed by the Committee.
 - (2) To maintain the financial records of the Club.
 - (3) To present a financial report to each Committee meeting and Annual General Meeting..
 - (4) To submit all payments to a Committee meeting for approval.
 - (5) To submit accounts to an auditor annually.

11. MEETINGS

- (a) General Meetings
 - (1) The attendance of fifteen members of the Club, one of whom must be the President or Chairman shall constitute a quorum at any General Meeting of the Club (including the Annual General Meeting).
 - (2) A General Meeting may be called by the Committee at any time. Upon written demand of ten (10) members, the Committee must call a General Meeting within four weeks of receipt of the demand.
 - (3) Written notice of all General Meetings of the Club (including the Annual General Meeting) shall be given to all members at least two (2) weeks prior to the meeting.
- (b) Annual General Meeting:-
 - (1) The Annual General Meeting shall be held during November each year.
 - (2) The meeting shall receive the Annual reports, including a Chairman's Report and Treasurer's Report, elect the Officers and Committee for the ensuing year, appoint a Patron and Auditor, and attend to any business.
- (c) Committee Meetings
 - (1) Meetings of the Committee shall be held as required
 - (2) All Committee members must be advised of the date, time and location of all Committee Meetings.
 - (3) A majority of the members of the Committee shall constitute a quorum at any meeting of the Committee.

12. VOTING

- (a) Only financial members and Life Members present in person shall be entitled to vote at General Meetings.
- (b) All votes at any meeting shall be by show of hands or secret ballot, as determined by the Chairperson of the meeting.
- (c) A simple majority shall be required to determine any vote at any meeting, except where otherwise specified in this constitution.
- (d) The Chairperson of any meeting of the Club shall have a casting vote only.

13. INDEMNITY OF COMMITTEE

The Club will indemnify and keep indemnified the Committee, and any sub-committee appointed by the Committee, and all members of the Committee against all and any claims of whatever nature made against all or any of them personally (whether jointly or severally) arising out of or in any way incidental to any action or thing done or omitted to be done by all or any of them in the course of the proper administration of their duties as members of the Committee, as a member of any sub-committee appointed by the Committee, or as an Officer.

14. SUBSCRIPTIONS

- (a) The annual subscriptions shall be such amounts as may be determined prior to 1 March each year by the Committee.
- (b) Such subscription shall become due on 1 April each year.
- (c) Life Members shall be exempt from the payment of subscriptions.
- (d) No person shall be eligible to play for the Club without payment of the required subscription after the closing date set by the Committee.

15. FINANCES

- (a) The Club Shall maintain accounts at financial institutions as determined by the Committee.
- (b) A receipt must be issued for all moneys received.
- (c) All monies received must be paid into the Club's accounts in tact, as soon as possible.
- (d) All payments in excess of sixty (60) dollars must be made by cheque, and approved by the Committee.
- (e) The Treasurer shall maintain a ledger of receipts and payments, which shall be available for inspection by the Committee at any time.
- (f) The financial records of the club must be retained either at the Club's premises or at the home of the Treasurer.
- (g) The financial year of the Club shall be the period commencing on the first day of October each year and concluding on the last day of September.
- (h) The accounts shall be submitted annually to an auditor, as appointed by Annual General Meeting.
- (i) An audited financial statement for the previous financial year shall be presented to the Annual General Meeting

16. INCOME AND PROPERTY

All income and property of the Club, however derived, must be applied towards the promotion of the objects of the Club, and no portion of it will be paid or transferred directly or indirectly by way of dividend, bonus, or otherwise by way of profit, to the members of the Club or relatives of members, provided that nothing in this constitution prevents the payment in good faith of remuneration to any officer or servant of the Club or to any member of the Club in return for any services actually rendered to the club or reasonable and proper rental for premises or equipment lent to the Club by any member.

17. DISCIPLINE

- (a) Should any member be reported for any conduct, which, in the opinion of the Committee, is detrimental to the Club's interest or the Club, the Committee may call upon such person to show cause why he or she should not be disciplined.
- (b) The person against whom the charge is made shall be fully informed of the complaint made against him or her, and may be present at the committee meeting at which the complaint is considered.
- (c) No charge shall be investigated unless a quorum of the Committee is present.
- (d) The Committee shall be empowered to suspend any member for any period, or discipline the member in such other manner as it may determine.
- (e) Any member suspended forfeits Club rights during suspension.

18. LIFE MEMBERSHIP

- (a) Life membership may be conferred on any member by the Committee, in recognition of outstanding service to, or on behalf of, the Club.
- (b) The following criteria shall apply for nominations for Life Membership:-
 - (1) Nomination must be proposed and seconded by two members of the Committee.
 - (2) Player Life Membership will be conferred only upon players having played at least 150 senior matches for the Club.
 - (3) Life Membership will be conferred for recognition of Committee or other service over a period of at least seven years.
 - (4) The nomination must be supported by at least a seventy-five (75) percent majority of the Committee members present at the meeting at which the nomination is discussed.
- (c) Life members shall have all rights and privileges of members.
- (d) Life members shall be exempt of the requirement to pay subscriptions.

19. COMMON SEAL

- (a) The Club shall have a common seal, with its corporate name in legible characters appearing on it.
- (b) The seal must not be used without the express authority of the Committee.
- (c) The seal will be kept in the custody of the Public Officer.

20. DISSOLUTION

- (a) The Club may be dissolved or wound up by a resolution passed at a General Meeting of members called by the Committee for that purpose.
- (b) The resolution must be approved by at least 75% of the members present and voting at the meeting and provided further that at least one calendar month's notice in writing of the meeting shall have been first given to all members.

21. DISPOSITION OF ASSETS

Upon the winding-up of the Club, the assets of the Club must be realized and converted to cash and the moneys from the realisation and any other moneys held by the Club must first be applied in the payment of all debts and liabilities of the Club. The residue shall be transferred to such body with similar objects as the Club as the meeting at which the motion for the winding-up was carried approves.

22. INTERPRETATION

- (a) the interpretation of this Constitution, or of any question arising out of or not provided for in this Constitution shall be in the discretion of the Committee, whose decision shall be final and binding on all members.
- (b) Any member, upon request, shall be supplied with a copy of this Constitution.

23. CONSTITUTIONAL AMENDMENTS

- (a) Any motion to amend this constitution must be carried by a majority of members present at an Annual General Meeting, or a General Meeting convened for that purpose in accordance with paragraph 10 (a) of this Constitution.
- (b) Recommendations for amendment of this Constitution must be made to the Committee in writing.
- (c) The Committee shall consider such recommendation, and shall notify all members in writing of the proposed amendments at least fourteen days prior to the General Meeting at which they are to be considered.