

Constitution

For

**Golden Grove
Cricket Club
Incorporated**

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SECTION 1 ORGANISATION

1. NAME

- 1.1 The name of the organisation shall be 'Golden Grove Cricket Club Incorporated', hereinafter referred to as "the Club".

2. OBJECTIVES OF THE ORGANISATION

- 2.1 The objectives and purpose of the Club shall be:
- 2.1.1. To promote and develop the game of cricket in Golden Grove, (South Australia) and surrounding suburbs.
 - 2.1.2. To provide a safe and welcoming environment for all members and supporters.
 - 2.1.3. To foster an Active Club life by encouraging all Club members to join in cricketing and social functions and in the organisation of these events.
 - 2.1.4. To promote a sense of fair play in cricket.
 - 2.1.5. To ensure that all members, playing and non-playing, abide by the Spirit of Cricket and by the Laws of Cricket.
 - 2.1.6. To do all such other things and acts conducive to the furtherance of the objectives and interests of the Club and The Golden Grove Sporting Club Incorporated.

3. COLOURS

- 3.1 The Club colours shall be maroon, white and yellow.

4. AFFILIATION

- 4.1 The Club may affiliate each year with the Adelaide Turf Cricket Association (ATCA) and/or the North Eastern Junior Cricket Association (NEJCA) competitions, or other relevant sporting body as voted at a suitably convened general meeting of the Club.

SECTION 2 MEMBERSHIP

5. MEMBERSHIP

All members will be subject to the regulations of the Constitution and by joining the Club will be deemed to accept these regulations and any Codes of Conduct that the Club has adopted.

- 5.1 Members of the club are:
 - 5.1.1 Players who register with the Club and are considered financial by the Club.
 - 5.1.2 The Officers of the Club who are elected at the Annual General Meeting.
 - 5.1.3 A parent/guardian of a registered player who is under the age of eighteen (18) at the beginning of the season.
 - 5.1.4 Financial playing Life Members.
 - 5.1.5 Non-playing Life Members.
 - 5.1.6 Appointed Honorary Members.
 - 5.1.7 Financial Social Members.
- 5.2 A right, privilege or obligation which a person has by reason of being a member of the Club is not capable of being transferred or transmitted to another person.
- 5.3 Admission of Membership:
 - 5.3.1 Membership of the Club shall be open to anyone interested in the sport of cricket on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.
 - 5.3.2 Application for membership of the Club shall be by completion of a membership application form and by payment of the relevant subscription fees as determined by the Committee.
- 5.4 Membership of the Club shall cease:
 - 5.4.1 On the date on which a member leaves the club, other than as provided in Rules 5.1.4, 5.1.5 and 5.1.6.
 - 5.4.2 On failure to maintain payment of subscriptions
 - 5.4.3 Where a member has refused or neglected to comply with these rules or has been guilty of conduct unbecoming or prejudicial to the interests of the Club.

6. SUBSCRIPTION

- 6.1 The subscription for members shall be such sum as the current Committee shall recommend to an Annual General Meeting which shall be passed by a majority of the members present at such meeting.
- 6.2 No subscription shall be payable by Honorary Members and non-playing Life Members.
- 6.3 No person shall be eligible to take part in the business of the Club or eligible for selection for any Club team unless the appropriate subscription has been paid by the specified date or membership has been agreed by the Committee.
- 6.4 On payment of the subscription a member submits to the rules of the Club and is deemed to accept the interpretation thereof by the elected Committee.

7. CATEGORIES OF MEMBERSHIP FOR SUBSCRIPTION

- 7.1 There shall be six (6) categories of membership for subscription purposes. These are:
- 7.1.1 Full Member (registered senior player).
 - 7.1.2 Life Member (Playing).
 - 7.1.3 Registered player aged 18 or over but is still studying at secondary school, University or other institution.
 - 7.1.4 Registered Junior players in age groups as determined by the Adelaide Turf Cricket Association.
 - 7.1.5 Registered Junior players in age groups as determined by the North East Junior Cricket Association.
 - 7.1.6 Social Member.
- 7.2 A list of members in each category shall be maintained, in addition to their financial status, by the Treasurer or other Officer of the Club.
- 7.3 Any fully financial member (or their duly authorised proxy) shall be eligible to vote.

8. LIFE MEMBERSHIP

- 8.1 Life Membership does not have to be awarded every year.
- 8.2 All parties involved with the nomination and consideration of the nomination must keep all deliberations confidential.
- 8.3 Any member (including Life Members) of the club maybe the proposer or seconder of a nomination of a person for life membership.
- 8.3.1 The proposer, or the proposer and seconder jointly, shall provide a details statement of evidence supporting the nomination.
 - 8.3.2 The nomination shall be received by the committee no later than the fourteenth of February.
 - 8.3.3 The committee shall consider support for the nomination based on the criteria of rendering outstanding or untiring and devoted service in the best interests of the Club for a period of not less than ten years.
 - 8.3.4 The committee shall, if it declines to support the nomination, advise the proposer and the seconder of its decision.
 - 8.3.5 The committee shall, if it supports the nomination, arrange a citation to be presented at the final end of season presentation.
 - 8.3.6 No more than two life memberships shall be awarded at the final end of season presentation.
 - 8.3.7 Life Members shall be issued with a suitable badge.

SECTION 3 MANAGEMENT

9. MANAGEMENT

- 9.1 The management of the Club shall be vested in a Management Committee (referred to hereinafter as 'the Committee') in conformity with this constitution.
- 9.2 The Management Committee shall:
 - 9.2.1 Be comprised of the Officers and a maximum of four (4) general members elected at each Annual General Meeting of the Club.
 - 9.2.2 Have the power to make decisions relating to the affairs of the Club in accordance with the objectives and in the best interests of the Club.
 - 9.2.3 In the event of a casual vacancy occurring in the Committee, appoint a member of the Club to fill the vacancy and the member shall hold office until the conclusion of the Annual General Meeting next following the date of appointment.
 - 9.2.4 Meet at least once per month in the period of September to March and then at the discretion of the Executive Committee as they deem necessary during April to August.

10. OFFICERS

- 10.1 The Officers of the Club shall comprise of:
 - 10.1.1 President
 - 10.1.2 Vice President
 - 10.1.3 Chairperson
 - 10.1.4 Secretary
 - 10.1.5 Treasurer
- 10.2 The Executive of the Club shall be comprised of the Officers of the Club.
- 10.3 The Officers and general members shall have a term of one (1) year, except in the case of the President and the Vice President who shall have a term of two (2) years. The President and the Vice President shall be elected in alternate years.
- 10.4 The Executive is authorised to settle any urgent or unforeseen business as may occur from time to time subject to such ratification as may be necessary by the Committee.
- 10.5 Should a vacancy occur in the Committee during the course of the Club's year the committee shall appoint a suitable person to fill the vacancy. Any person so appointed shall only hold office until the conclusion of the next Annual General Meeting following the date of appointment.
 - 10.5.1 If the President resigns their position, the Vice President shall automatically take over the position until the elections at the next Annual General Meeting.
- 10.6 The Committee may appoint one or more of its members, or any other person or persons, to a sub-committee or to carry out on its behalf and subject to its control and discretion, any general or specific duties and may at any time alter or revoke such appointment.
- 10.7 The Committee may appoint sub-committees to perform, from time to time, certain tasks. Members of such sub-committee shall carry out their duties in accordance with the directions of the Committee. The committee may at any time alter or revoke such appointment.

- 10.7.1 On each occasion a sub-committee is formed the Management Committee shall provide detailed guidance for its responsibilities and operations.
- 10.7.2 Members of each sub-committee will be announced at the Annual General Meeting and hold the position for a term of one year.
- 10.7.3 Each sub-committee will determine the regularity of meetings, and shall after each meeting provide a written report for tabling at the next Management Committee meeting.

11. POWERS AND DUTIES OF THE OFFICERS OF THE CLUB

- 11.1 The President shall:
 - 11.1.1 Demonstrate leadership within the Club and oversee the overall direction of the Club.
 - 11.1.2 Represent the Club when addressing stakeholders and the wider community.
 - 11.1.3 Have a sound working knowledge of the Club.
 - 11.1.4 Lead and facilitate Club activities.
 - 11.1.5 Build and maintain strategic relationships.
 - 11.1.6 At meetings have a casting vote only, and in exercising the casting vote, shall vote in a manner which maintains the status quo.
- 11.2 The Vice President shall:
 - 11.2.1 Provide support to the President in carrying out their duties.
 - 11.2.2 In the absence of the President, assume the powers, duties and responsibilities of the President.
- 11.3 The Chairperson shall:
 - 11.3.1 Assist with the strategic planning of the Club.
 - 11.3.2 Plan and run meetings of the Club.
 - 11.3.3 Chair the Annual General Meeting of the Club.
 - 11.3.4 Co-ordinate meeting agenda items in collaboration with the Secretary.
 - 11.3.5 Demonstrate leadership and strategic guidance within the Club.
- 11.4 The Secretary shall:
 - 11.4.1 Maintain Club records and ensure effective management of the Clubs records.
 - 11.4.2 Manage minutes of the Committee meetings.
 - 11.4.3 Ensure minutes are distributed in a timely manner following committee meetings.
 - 11.4.4 Manage the Club's communications.
 - 11.4.5 Attend affiliated Association meetings or organising a Club delegate to attend.
- 11.5 The Treasurer shall:
 - 11.5.1 Maintain the Club's financial records.
 - 11.5.2 Provide an overview of the financial position of the Club to Committee meetings.
 - 11.5.3 Prepare a draft annual budget and any other financial reports as requested.
 - 11.5.4 Ensure the Club has the right financial policies and procedures in place.
 - 11.5.5 Prepare an annual statement of income and expenditure and submit same to the Annual General Meeting of the Club.

12. PUBLIC OFFICER

- 12.1 The Club shall appoint a Public Officer in accordance with the requirements of the *Associations Incorporation Act (SA) 1985*, or any equivalent State or commonwealth legislation, at the Annual General Meeting.
- 12.2 The Public Officer shall:
 - 12.2.1 Ensure that the Club's operations comply with the statutory requirements relating to an incorporated body.
 - 12.2.2 Upon request of a member, provide advice on the interpretation of the Constitution.
 - 12.2.3 Carry out other duties as required by relevant State or Commonwealth legislation.

13. ELECTIONS

- 13.1 The notice calling the Annual General Meeting shall include a call for written nominations for the elections of the Committee of the Club whose terms of office expire at the meeting.
- 13.2 The Chairperson may call for nominations at the Annual General Meeting for all vacant positions to be filled.
- 13.3 Nominations shall have a proposer and seconder.
- 13.4 The proposer of the nomination may be the nominee.
- 13.5 A nomination shall not be accepted without the nominee indicating to the meeting of their acceptance of the nomination.
 - 13.5.1 In the event that the nominee is unable to attend the meeting, written acceptance of the nomination shall be accepted at the meeting.
- 13.6 If the number of nominations accepted does not exceed the number of positions vacant the chairperson shall.
 - 13.6.1 Give the meeting the opportunity to propose that any or all of the nominees be accepted.
 - 13.6.2 If a resolution that not all nominees be elected is carried, further nominations shall be called for.
 - 13.6.3 If no such resolution is made, declare the nominees elected.
- 13.7 If there are more nominees than vacancies, for any position, the election shall be by ballot.
- 13.8 Where a ballot is necessary the responsible person overseeing the process shall be the Public Officer or a member of the Executive.
- 13.9 That responsible person shall distribute and collect the ballot papers. The responsible person shall, as required, supervise the counting of votes of the ballot.
- 13.10 At the conclusion of the ballot, where two or more candidates receive an equal number of votes from that ballot, the Chairperson shall draw lots to decide the successful candidate.
- 13.11 When a ballot is taken, the results of each ballot shall be deemed to be a resolution of the Club adopted as such an Annual General Meeting or Special General Meeting.

SECTION 4 MEETINGS

14. MEETINGS

- 14.1 Notice of Annual General Meetings and Special General Meetings shall be given to members (including living Life Members) at least fourteen days prior to the date of the meeting.
- 14.2 The Annual General Meeting of the Club shall be held no later than the end of August each year.
- 14.2.1 The order of business at the Annual General Meeting shall be:
- 14.2.1.1 The confirmation of the minutes of the previous Annual General Meeting and of any Special General Meeting held since that meeting
 - 14.2.1.2 President's Annual Report
 - 14.2.1.3 Secretary's Annual Report
 - 14.2.1.4 Treasurer's Annual Report, which shall include the financial statement of the Club
 - 14.2.1.5 Recognition of Awards and Life Membership for previous season
 - 14.2.1.6 Election of Committee Members
 - 14.2.1.7 Appointment of Patrons
 - 14.2.1.8 Appointment of Public Officer
 - 14.2.1.9 Appointment of Auditor
 - 14.2.1.10 General Business
- 14.3 A Special General Meeting shall be called at the request of the President or at the written request of not less than fifteen members of the Club.
- 14.3.1 The notice of a Special General Meeting, issued one month of receipt of written requisition, shall set out clearly the business for which the meeting has been called. No other business may be dealt with at that Special General Meeting.
- 14.3.2 Any person who may attend and take part in an Annual General Meeting may also attend and take part in a Special General Meeting.
- 14.3.3 If the Committee fails to convene the Special General Meeting within one month of the request, the requisitionists may convene a Special General Meeting, in the same manner as if the meeting had been called by the Committee.
- 14.4 The Committee may at its discretion convene such other meetings, including meetings to discuss Club business and vote on any motion by email or other electronic communication. All resolutions passed must be noted in the minutes for the next committee meeting.

15. QUORUM

- 15.1 The quorum for Committee meetings shall be five.
- 15.2 There shall be no set quorum for Annual General or Special General Meetings.

16. VOTING

- 16.1 Subject to these rules, every member of the Club has only one vote at a meeting of the Club.
- 16.2 In the event that an Office Bearer holds more than one position they shall only be entitled to one vote.
- 16.3 Any member may elect any other member to act as their proxy at any Annual General or Special General Meetings. The notice appointing the proxy shall be in the form set out in Appendix 1.
- 16.4 Voting shall be by a show of hands, unless a division or a ballot is requested and agreed to by the meeting. Resolutions shall be deemed passed by a simple majority in favour.
- 16.5 When a ballot is taken, the result of each ballot shall be deemed to be a resolution of the Club adopted at such an Annual General Meeting or Special General Meeting.

SECTION 5 FINANCE

17. FINANCE AND PROPERTY

- 17.1 All funds and property of the Club shall be kept or secured in a manner approved by the Management Committee and consistent with the objects of the Club.
- 17.2 The Management Committee shall cause true accounts to be kept of all monies received and expended, and matters in respect of all property, assets and liabilities.
- 17.3 A statement of the financial position of the Club shall be made available to each meeting of the Management Committee.
- 17.4 An annual statement of Income and Expenditure and a Balance Sheet of the Assets and Liabilities shall be presented to each Annual General Meeting.

18. FINANCIAL YEAR

- 18.1 The financial year of the Club shall commence on the first day of May each year and end on the thirtieth day of April the following year.

19. AUDIT

- 19.1 The Club shall appoint one or more registered auditors and their names shall be advised to the members of the Club.
- 19.2 The accounts of the Club shall be audited by an Auditor appointed at the Annual General Meeting in the preceding year.
- 19.3 The audit shall be carried out as soon as possible after the end of each financial year.

SECTION 6 MISCELLANEOUS

20. ALTERATION TO THE CONSTITUTION

- 20.1 The Constitution of the Club shall define the existence and operations of the Club.
- 20.2 The authority of the Club provided in the Constitution shall extend to, and be recognised by all members.
- 20.3 No alteration, addition or repeal shall be made to this Constitution except at an Annual General Meeting or Special General Meeting of the Club provided that the notice of such meeting sets out in full the proposed alteration, addition or repeal which shall have been signed by the proposer and seconder, and that any motions regarding them are agreed to by not less than two-thirds of the members present and entitled to vote (including authorised proxies).

21. COMMON SEAL

- 21.1 The Club shall have a Common Seal upon which its incorporated name shall appear in legible characters.
- 21.2 The Common seal of the Club shall be affixed to any document requiring it to be sealed only with the authority of the Management Committee and in the present of any two members of the Executive who shall sign the document to which the seal is affixed.
- 21.3 The Common Seal shall be kept in the custody of the Secretary or such other person as the Management Committee decides.

22. WINDING UP

- 22.1 The association may be wound up in the manner provided for in the Act.
- 22.2 If after the winding up of the association there remains 'surplus assets' as defined in the Act, such surplus assets shall be distributed to any organisation which has similar objects and has rules which prohibit the distribution of its assets and income to its members.
Such organisation or organisations shall be identified and determined by a resolution of members in general meeting.

23. INDEMNITY

- 23.1 This constitution shall repeal all previous Constitutions but except as specifically provided shall not affect any right, duty or liability or any matter or thing done or commenced, acquired or imposed under the previous Constitution.
- 23.2 No member or past member shall be entitled to bring any legal action of any kind whatsoever against the Club or any officers or members of the Club, for or in respect of anything done in accordance with the Constitution.

24. CLUB POWERS

- 24.1 The Club shall have all the powers pursuant to section 25 of the Act.

APPENDIX 1

FORM OF APPOINTMENT OF PROXY

I _____
being a member of Golden Grove Cricket Club Incorporated, elect

being a member of said club, as my proxy for me on my behalf at the general meeting of the Club (Annual General or Special General meeting, as the case may be) to be held on the _____ day of _____, 20_____

My proxy is authorised to vote in favour/against (delete as appropriate) the resolution <insert details>

Signed _____

Printed Name _____

Date _____