

CONSTITUTION OF ROUSE HILL RC (2018)

(THIS VERSION INSTITUTED March 12th, 2018 TO REPLACE ORIGINAL VERSION of 2006)

1.0 NAME:

The name of the Club is **Rouse Hill RC** aka ROUSE HILL RENEGADES INC 9886221 (NSW Dept of Fair Trading), hereinafter referred to as the “Club”

2.0 OBJECTS:

The objects of the Club are:

2.1 To promote and encourage the playing of rugby union;

2.2 To promote and develop the necessary skills of the game and a sense of sportsmanship and fair play;

2.3 To provide the facilities and infrastructure which allows for continued participation in rugby union;

2.4 To increase community based participation in rugby union and the Club;

2.5 To support our major charity partner, The Children’s Hospital at Westmead, hereinafter referred to as “CHW”, with a minimum of 10% of all net fundraising monies after operating expenses, donated to the CT Ward of CHW each year.

2.6 To support other charities where possible, including donation of goods, services, and money; and

2.7 To support other sports that share the branding and objects of the Club.

3.0 ATTAINING OBJECTS

The Club shall be empowered to do all things necessary which are incidental to and necessary for the attainment of the objects of the Club.

4.0 PROPERTY OF THE CLUB

The Club must apply all property and income of the Club towards the promotion of the objects or purposes of the Club, and no part of that property or income to be paid or otherwise distributed, directly or indirectly, to members of the Club, except in good faith in the promotion of those objects or purposes.

5.0 POWERS OF THE CLUB: (as conferred by Section 13 of the Act).

5.1 To acquire, hold, deal with, and dispose of any property or assets;

5.2 To open and operate bank accounts;

5.3 To invest its money in any manner authorised by the rules of the Club, in accordance with the NSW Department of Fair Trading directives dealing with Tier 2 Incorporated Associations;

5.4 To give such security for the discharge of liabilities incurred by the Club as the Club thinks fit;

5.5 To appoint agents and employees to transact any business of the Club on its behalf for reward or otherwise;

5.6 To build, construct, erect, maintain, alter, and repair any premises building or other structure of any kind and to furnish, equip and improve the same for use by the Club;

5.7 Accept donations and gifts in accordance with the objects of the Club;

5.8 Print and publish any information by any media including newsletters, newspapers, articles, leaflets, or social media platforms for promotion of the Club;

5.9 Provide gifts and prizes in accordance with the objects of the Club;

5.10 Organise social events for Members and the promotion of the Club; and

5.11 To enter into any other contract the Club considers necessary or desirable.

6.0 MEMBERSHIP:

6.1 Membership shall be open to any person who wishes to further the interests of the Club.

6.2 Any person seeking membership shall make application to the Management Committee, and the Management Committee shall determine whether the application is successful or not.

6.3 Each person admitted to membership shall be;

6.3.1 Bound by the Constitution and By-laws of the Club;

6.3.2 Come liable for such fees and subscriptions as may be fixed by the Club; and

6.3.3 Entitled to all advantages and privileges of membership.

6.4 Membership Categories:

6.4.1 ORDINARY MEMBER

Any person who is a financial member of the Club is entitled to hold any office and enjoy the privileges of the Club.

6.4.2 SOCIAL MEMBER

Persons other than ordinary members who are interested in promoting the Club, but who do not wish to participate in the playing activities of the Club, may become a Social Member, entitled to hold any office and enjoy the privileges of the Club.

6.4.3 JUNIOR MEMBER

Any person registered to play junior (age grade) sport may become a Junior Member. Junior Members shall have no voting rights nor be entitled to hold any office.

6.4.4 LIFE MEMBERSHIP

The Management Committee may elect any member as a Life Member, who has given outstanding service to the Club. Any member may nominate a person to the Management Committee for consideration for Life Membership.

6.4.5 PATRON

The Club may, at its discretion, elect a patron/s or vice patron/s of the Club for such period as may be deemed necessary. Such patron/s or vice patron/s shall not be eligible to vote unless they are current members of the Club under an appropriate category of membership.

6.5 The Management Committee shall appoint a member of the Management Committee to maintain an up to date register of members of the Club.

6.6 A member may at any reasonable time inspect the records and documents of the Club.

7.0 SUBSCRIPTIONS:

Fees to be paid for ORDINARY, SOCIAL, and JUNIOR membership shall be determined by the Club annually.

8.0 TERMINATION OF MEMBERSHIP

8.1 Any person's membership may be terminated by the following events:

8.1.1 Resignation;

8.1.2 Expulsion;

8.1.3 a Member's annual membership fee remains unpaid after 3 months falling due.

8.2 The Management Committee shall have the power, after due inquiry, to suspend or expel any member of the Club for:

8.2.1 any of the events in Item 8.1

8.2.2 False or inaccurate statements made in the member's application for membership of the Club,

8.2.3 breach of any rule, regulation or by-law of the Club; and

8.2.4 by any act detrimental to the Club.

8.3 Any member who is expelled, suspended or has their membership terminated, shall have the right to appeal against their suspension or expulsion by presenting their case to a General Meeting called for such purpose, and the decision of the General Meeting shall be final.

9.0 MANAGEMENT COMMITTEE

N.B.: (1) Committee persons are also referred to as Office Bearers.

(2) The main Office Bearers (President, Vice President, Secretary, Treasurer) are hereinafter referred to as The Executive.

9.1 Management of the Club shall be vested in the Management Committee elected by the members at the Annual General Meeting and consisting of:

9.1.1 President;

9.1.2 Vice President;

9.1.3 Secretary;

9.1.4 Treasurer;

9.1.5 Club Registrar;

9.1.6 General Committee Members numbering at least 1, but not more than 5; and

9.1.7 An appointee representing any sport associated with The Club under **2.7 Objects**.

9.2 No person shall hold more than one position on the Management Committee at any one time with the except of 9.1.5 Club Registrar. A person shall cease to be a member of the Management Committee at the conclusion of the Annual General Meeting which follows his/her election and they will be eligible for re-election.

9.3 A quorum of the Management Committee shall be half of its members in attendance plus one.

9.4 If the President or Vice President is unable to attend, then a chairperson nominated by the meeting shall chair that meeting.

9.5 A member of the management committee may lose his or her seat on the committee for either of the following;

9.5.1 Absence from three or more meetings without leave of absence; or

9.5.2 Termination or Suspension of Membership as in Section 8.0

9.6 No member of the Executive shall be permitted to serve more than three (3) consecutive terms in that office, unless their election is unopposed.

9.7 At the discretion of the Committee, the Club may appoint a Club Captain whose roles are:

9.7.1 Represent player concerns to the Committee; and

9.7.2 Represent the Rugby Club on game day as an exemplar of the Club.

10.0 POWERS OF THE MANAGEMENT COMMITTEE

10.1 The Management Committee shall carry out the day-to-day running of the Club and shall have the power to:

10.1.1 Administer the finances, appoint bankers, and direct the opening of banking accounts for specific purposes and to transfer funds from one account to another, and to close any such account;

10.1.2 Fix the manner in which such banking accounts shall be operated upon, providing the Management Committee has approved authorisation by two (2) or more Management Committee Members;

10.1.3 Fix fees and subscriptions payable by members and decide such levies, fines and charges as is deemed necessary and advisable, and to enforce payment thereof;

10.1.4 Adjudicate on all matters brought before it which in any way affect the Club.

10.1.5 Cause minutes to be made of all proceedings at meetings of the Committee and General Meetings of members;

10.1.6 Make, amend and rescind rulings and By-laws;

10.1.7 Have the power to form and appoint any sub committee/s as required for specific purposes;

10.1.8 May at their discretion employ a person or persons to carry out certain duties required by the Club, at salaries or remunerations for such period of time, as may be deemed necessary;

10.1.9 Should a vacancy occur on the Management Committee during the season, the Management Committee shall appoint a successor until the next Annual General Meeting; and

10.1.10 Appoint an officer/s or agent of the Management Committee to have custody of the Club's records, documents and securities.

11.0 AUDITOR

Audit of the Club will be carried out in accordance with the NSW Department of Fair Trading directives dealing with Tier 2 Incorporated Associations.

12.0 GENERAL MEETINGS:

12.1 Annual General Meeting

12.1.1 The Annual General Meeting of the Club must be held within six months of the end of the Club's financial year.

12.1.2 The Committee shall give at least fourteen (14) days notice of the date of the Annual General Meeting, to members.

12.1.3 All financial members may attend the Annual General Meeting.

12.1.4 The quorum at the Annual General Meeting shall be formed of those financial members in attendance, with NO proxies entered into.

12.1.5 The agenda for an Annual General Meeting shall be;

- Opening of Meeting
- Apologies
- Confirmation of Minutes of previous Annual General Meeting
- Presentation of Annual Report
- Adoption of Annual Report
- Presentation of Treasurer's statement
- Election of New Executive and appointment of Auditor
- Vote of thanks to outgoing Executive
- Notice/s of Motion
- Urgent general business
- Closure

12.2 General Committee Meetings

12.2.1 Also referred to as Extraordinary General Meeting or "EGM"

12.2.2 General Meetings may be called by the Management Committee or at the request of the President and Secretary or on the written request of 10 members of the Club.

12.2.3 The Executive shall give at least seven (7) days notice, in writing, of the date of the General Meeting to the members. Notice of General Meetings shall set out clearly the business for which the meeting has been called. No other business shall be dealt with at that General Meeting.

12.2.4 The quorum at the General Meeting shall be as per **12.1.4**.

13.0 VOTING

13.1 Voting powers at the Annual General Meeting and General Meetings:

13.1.1 The President shall be entitled to a deliberate vote and, in the event of a tied vote, the President shall exercise a casting vote.

13.1.2 Each individual financial member present shall have one (1) vote.

13.2 Voting powers at Management Committee Meetings:

13.2.1 The President shall be entitled to a deliberate vote, and, in the event of a tied vote, the President shall exercise a casting vote.

13.2.2 Each individual committee member present shall have one (1) vote.

14.0 FINANCE:

14.1 All funds of the Club shall be deposited into the Club's accounts at such bank or recognised financial institution as the Management Committee may determine.

14.2 All accounts due by the Club:

14.2.1 Shall be paid by cheque or direct deposit after having being passed for payment at the Management Committee Meeting and when immediate payment is necessary, account/s shall be paid and the action endorsed at the next Management Committee Meeting; or

14.2.2 Accounts due may be paid by an individual of the Club who may seek reimbursement from the Treasurer with due notice.

14.3 A statement showing the financial position of the Club shall be tabled at each Management Committee Meeting by the Treasurer.

14.4 A statement of Audit will be tabled at the Annual General Meeting if required, under the NSW Department of Fair Trading requirements.

14.6 The financial year of the Club shall commence on 1st October of each year. The accounts, books and all financial records of the Club shall be audited as per section **11.0 Auditor**.

14.7 The signatories to the Club's account/s will be the Treasurer and any one (1) from the following;

President Vice President Secretary Appointed Co-signing Representative

14.8 All property and income of the Club will apply solely to the promotion of the objects of the Club and no part of that property or income shall be paid or otherwise distributed, directly, or indirectly, to members, except in good faith in the promotion of these objects.

15.0 ALTERATIONS TO THE CONSTITUTION AND BY-LAWS:

15.1 No alteration, repeal or addition shall be made to the Constitution except at the Annual General Meeting, or General Meeting called for that purpose. Notice of all motions to alter, repeal or add to the Constitution shall be given to members fourteen (14) days prior to the Annual General Meeting, or seven (7) days prior to a General Meeting called for such purpose.

15.2 The Secretary shall forward such notices of motion to each Management Committee member at least fourteen (14) days prior to the Annual General Meeting or seven (7) days prior to a General Meeting.

15.3 Alterations to the By-laws can be made only at Management Committee Meetings provided notice of the proposed alteration/s has been duly notified to Committee Members.

15.4 Such motions, or any part thereof, shall be of no effect unless passed by a seventy five percent (75%) majority (Special Resolution) of those present and entitled to a vote at the Annual General Meeting, General Meeting or Management Committee Meeting, as the case may be.

15.5 Within one month of the passing of a Special Resolution, the Secretary shall notify the relevant state department as required by legislation.

16.0 DISSOLUTION

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 as follows:

- (a) All funds held by the club shall be donated to CHW as per 2.5;
- (b) Any equipment for conducting of sporting activities shall be donated to another incorporated Club having objects similar to those of the Club; and
- (c) Any remaining equipment shall be distributed to club members at their request, with any received donations subject to 17(a) above.