



**YARRABILBA CRICKET ASSOCIATION
CONSTITUTION
2020**

TABLE OF CONTENTS

Name	4
Interpretation	4
Office and Place of Business	4
Objects	4
Colours	4
Financial Year	4
Common Seal	4
Office Bearers	5
Duties of Officers	5
Coaches	6
General Committee	6
Executive Committee	7
Meetings	7
Membership	9
Membership Fees	9
Disorderly Conduct	9
Constitution Amendments	10
Non-Profit	10
Inspection of Association Records	10
Dissolution	10

YARRABILBA CRICKET ASSOCIATION CONSTITUTION

1. NAME

The name of the association shall be "Yarrabilba Cricket Association".

2. INTERPRETATION

In this Constitution, unless the context otherwise requires:

- The Club shall mean teams operated by the Yarrabilba Cricket Association;
- The Association shall mean the Yarrabilba Cricket Association;
- The Members shall mean those who are granted membership pursuant to rule 14;
- The Committee shall mean those who are elected to the General Committee pursuant to rule 11.
- The Executive shall mean those who are elected to form the Executive pursuant to rule 9.
- A.G.M shall mean the Annual General Meeting pursuant to rule 13.1.
- Special General Meeting shall mean a meeting convened pursuant to rule 13.2.
- Committee Meeting shall mean a meeting convened pursuant to rule 13.3.

3. OFFICE AND PLACE OF BUSINESS

The office and principle place of business of the Club shall be the Secretary's place of residence for the time being or at such place as the Club shall from time to time direct.

4. OBJECTS

- 4.1 To encourage and foster the game of cricket in an atmosphere of good sportsmanship, good citizenship and honesty;
- 4.2 To promote and conduct the playing of cricket in accordance with rules laid down by the Association;
- 4.3 Conduct activities connected with junior cricket.

5. COLOURS

The club colours shall be maroon, white and black.

6. FINANCIAL YEAR

The financial year of the Club will commence 1st day of May and conclude the 30th day of April when all club books and accounts shall close.

A statement of Income and Expenditure and an Inventory of Club assets and stock shall be presented at the next Annual General Meeting of the Club.

7. COMMON SEAL

The Club shall have a Common Seal which shall be kept by the Secretary and which shall only be used as authorised by the Committee.

The President and either the Secretary or Treasurer shall be authorised to use the Common Seal and to counter sign such a seal.

8. OFFICE BEARERS

8.1 On ceasing to hold office for any reason the person or persons concerned shall immediately hand all property, books, equipment etc. to the Executive and sign releases as necessary.

8.2 The office bearers of the Club shall be:-

- President;
- Secretary; and
- Treasurer.

8.3 The office bearers listed below shall be elected at the A.G.M. for the term of two (2) years beginning on alternate years. All other positions become vacant each year.

First Year (Even years)
President
Treasurer

Second Year (Odd Years)
Secretary

8.4 Any person may hold more than one (1) position, but have the power of one (1) vote only.

9. DUTIES OF OFFICERS

9.1 PRESIDENT

The President shall preside at all general meetings and see that the business is conducted in an orderly and proper manner. The President may call Executive meetings at his/her discretion and in all cases of emergency, and generally ensure the wellbeing and objects of the club.

In case the votes at any time shall be equal, the President may exercise the privilege of giving a casting vote only.

He/she shall represent the Club on all ceremonial occasions.

9.2 SECRETARY

The Secretary shall convene all meetings. The Secretary shall attend all meetings and cause minutes to be taken thereof, receive or dispatch all correspondence and answer such questions as may be asked in accordance with this constitution.

The Secretary shall cause to be kept, a minute book and a copy of all correspondence dispatched and shall carry out all duties pertaining to the office not inconsistent with this constitution.

The Secretary shall be eligible to take part in any discussion and voting at

Club meetings.

9.4 TREASURER

The Treasurer shall receive all monies paid to the club and deposit them in a bank account or any other financial institution that the Executive committee may nominate.

The account will be held under the name of Yarrabilba Cricket Association.

The treasurer shall issue all receipts for all monies received and pay all accounts passed for payment by the committee.

The Treasurer shall produce a statement of receipts and payments signed by the Auditors at the A.G.M. and at such time as he/she is requested to do so by the Committee.

The Treasurer shall also have for the information of the Committee a statement of financial position of the Club at each meeting.

Cheques drawn by the Treasurer must be signed jointly by two (2) of the following: President, Secretary, Treasurer.

The Treasurer shall be eligible to take part in any discussion and voting at Club meetings.

As a general rule, where possible, accounts must be paid using Electronic Fund Transfer (E.F.T).

10. COACHES

The appointment of the Club coach/es shall be made by the committee.

11. GENERAL COMMITTEE

11.1 The Committee shall consist of the President, Secretary, Treasurer plus a number of Committee Members as outlined in 8.

11.2 The Committee Shall:

11.2.1 Frame by-laws, consistent with the Constitution of the Club;

11.2.2 Arrange all financial matters of the Club;

11.2.3 Manage the Club affairs, as they deem fit, consistent with the best interests of the Club and its members.

11.3 Member/s elected to the committee shall remain in office until their term of office is complete (as per 8.3). The Executive or General Committee shall have the power to grant leave of absence.

11.4 The committee shall have the power to declare vacant the office of any member who fails to attend three (3) consecutive meetings without leave or

apology and proceed to fill the vacancy.

11.5 If any member shall be found guilty of any act which in the opinion of the Committee renders it undesirable that he/she should continue as a Member, the Committee may expel such offending member and strike his/her name off the list of membership provided that such Member may appeal to a Special General Meeting.

11.5.1 Written notices of such appeal must be made to the Secretary within seven (7) days of notification of expulsion to such member.

11.5.2 The decision of the Committee may only be repealed by a vote of three quarters (3/4) of the Members present at such meeting.

11.5.3 Any membership subscription from the offending member is non-refundable should expulsion occur.

12. EXECUTIVE COMMITTEE

12.1 The Executive shall consist of the President, Secretary and Treasurer;

12.2 The Executive shall meet at the discretion of the President.

12.3 The Executive shall from time to time have power to make such by-laws necessary to carry out the objects of the Club, and to vary such by-laws from time to time and both subject to ratification by full committee.

12.4 The Executive may exercise all powers of the Club and carry into effect all such objects of the Club and do all other acts or things that may be necessary for the welfare and benefit of the Club.

13. MEETINGS

13.1 ANNUAL GENERAL MEETING

13.1.1 The A.G.M. of the Club shall be held no later than thirty first (31st) May each year, but not before the thirtieth (30th) April each year.

13.1.2 Notice of this meeting shall be published at least fourteen (14) days prior to the A.G.M.

13.1.3 The quorum for the A.G.M shall be a minimum of ten (10) members.

13.1.4 All office bearers and Members shall be eligible to vote. (see 9 & 14).

13.1.5 The order of business at the A.G.M. shall be:-

1. Open Meeting;
2. Attendance - Apologies
3. Reading and confirmation of previous A.G.M. minutes
4. Business arising from minutes
5. Correspondence

6. President Report
7. Treasurer Report
8. Amendments to the constitution
9. Positions to be declared vacant (as per 8.3) Interim Chairperson to be appointed.
10. Election of Office Bearers (see 8.3)
11. Election of General Committee;
12. General Business
13. Close Meeting

13.2 SPECIAL GENERAL MEETING

- 13.2.1 Special General Meetings may be called by two (2) Executive Members on request from any of the Members. Such request shall be signed by all concerned and state the reason for the meeting.
- 13.2.2 Notification of such request shall be published within seven (7) days of request. The Special General Meeting shall be held within fourteen (14) days of notification of the meeting.
- 13.2.3 The quorum of a Special General Meeting shall be a minimum of ten (10) Members.
- 13.2.4 All Office Bearers and Members shall be eligible to vote (see 9 & 14)
- 13.2.5 The business mentioned in the notification shall be the only business transacted at the Special General Meeting.

13.3 GENERAL COMMITTEE MEETINGS

- 13.3.1 The Committee shall meet at the discretion of the President;
- 13.3.2 A quorum for a Committee Meeting shall be at least two-thirds (2/3) of the Committee Members.
- 13.3.3 All Members, Coaches and Managers may attend Committee Meetings, take part in discussions, but shall not be allowed a vote unless a member of a Committee.
- 13.3.4 The order of business for the Committee Meeting shall be:-
 1. Open Meeting
 2. Attendance - Apologies
 3. Reading and confirmation of previous minutes
 4. Business arising from previous minutes
 5. Correspondence (inwards/outwards)
 6. Treasurer Report
 7. Association Report
 8. Special Business
 9. General Business
 10. Date of Next Meeting
 11. Close Meeting.

14. MEMBERSHIP

Membership is open to all persons interested in cricket.

- 14.1 Such persons are considered to be members of the Club who pay all membership fees as set by the Committee annually and shall entitle that person to the rights and privileges of the Club.
- 14.2 Parent/s or guardian/s of a person who has paid membership fees (as set in 14.1), or any other person so approved by the Committee, shall be entitled to the rights and privileges of the Club.
- 14.3 No Member will be permitted to participate in any game of cricket organized by the Club until a current disclaimer / indemnity document, approved by the Committee, has been signed on behalf of the player's parent/s or guardian/s.
- 14.4 Life Members
 - 14.4.1 On recommendation by the Committee, persons having made outstanding contributions to the Club may be nominated for Life Membership.
 - 14.4.2 Voting on Life Membership may be made at an A.G.M. or Special General Meeting and must receive three quarters (3/4) a majority vote in favour of the nomination.
 - 14.4.3 Shall be exempt from payment of annual subscriptions.
 - 14.4.4 Life Membership shall take immediate effect from the awarded date and a commemorative medallion shall be struck and presented at the next presentation event.

15. MEMBERSHIP FEES

- 15.1 Membership Fees shall be determined by the Committee on an annual basis.
- 15.2 Membership Fees shall be paid as determined by the Committee.
- 15.3 Financial members must be given preference over non-financial members in team selection.
- 15.4 Non-financial members shall not be eligible for trophies or transfer to another cricket club.
- 15.5 In the case of extreme hardship, the Executive shall have the power to take action regarding 15.2, 15.3 and 15.4 in the case of an individual.

16. DISORDERLY CONDUCT

16.1 Any Committee Member or coach shall have the power to report to the Club any player or member of the Club for Disorderly Conduct.

16.2 The Committee shall deal with the report in accordance with its powers.

17. CONSTITUTION AMENDMENTS

17.1 A minimum of fourteen (14) days notice of an amendment to the Constitution shall be published.

17.2 Alteration of, or amendment to this Constitution shall only be effected at an A.G.M. or Special General Meeting, convened in accordance with this Constitution.

17.3 No alteration of, or addition to the Constitution shall be effected, except by a three quarters (3/4) majority of those present and eligible to vote.

18. NON-PROFIT

The income and property of the Club shall be applied solely towards the promotion of the objectives of the Club. No portion of the income or property shall be paid, transferred or distributed directly or indirectly to the Members of the Club, provided that nothing shall prevent the payment in good faith or remuneration to any officer or employee of the Club or to any person other than a Member, in return for services rendered to the Club.

19. INSPECTION OF ASSOCIATION RECORDS

A member may at any reasonable time inspect without charge, the books, documents and securities of the Club.

20. DISSOLUTION

20.1 The Club may be dissolved by a resolution passed at a Special General Meeting by three quarters (3/4) of those present and eligible to vote.

20.2 If upon the winding up or dissolution of the Club there remains after satisfaction of all its debts and liabilities and property whatsoever, the same must not be paid to or distributed among its Members, or former members. The surplus property must be given or transferred to another association incorporated under the Act which has similar objects and which is not carried out for the purposes of profit or gain to its individual members, and which association shall be determined by resolution of the members.