



Club Constitution

Revision	Reason
1.0 (4 th June 2019)	Document created / adopted
1.1 (17 th March 2021)	Section 15 – removed need to have 2 vice presidents Section 27 – revised meeting quorum requirement to be all executive committee members

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1: Name

The name of the club is South Thornlie Teeball and Baseball Club Inc, which may be abbreviated S.T.T.B.C. and shall hereafter be referred to as the “Club”. The clubs common name shall be REDSOX.

2: Eligibility for Membership

All registered players and their parents shall be members of the club. Membership shall be for 12 months from the date of registration as set by the committee each year.

3: Life Members

Members of the club who have rendered special meritorious direct services to the club may on recommendation by full committee to members at an Annual General Meeting held on a day to notified, be elected life members of the club by a three fourths majority of members voting. A maximum of two life memberships may be given in any one year.

4: Honorary Members

The executive committee may elect honorary members to the club for a period of twelve months who,

- a) Wish to play but, in the opinion of the executive committee cannot afford to do so.
- b) Are adults (without playing children) who wish to assist in administration of the club.

5: Objectives

The objectives of the club are:

- a) To promote the games of Teeball & Baseball in the Perth metropolitan area.
- b) To promote the games of Teeball & Baseball in other parts of Western Australia as a secondary consideration to (5a).
- c) To obtain sponsorship for the sport when and where desirable, (excluding liquor and cigarette companies).
- d) To do all such things as are conducive or incidental to the above objectives or any of them.

6: Colours

- a) The official colours of the club shall be red, black and white or any combination thereof. Exceptions to these colours may be made to sponsored teams should such a colour change be part of the sponsorship agreement. This will require full committee approval.
- b) The club colours are to be worn by all representative teams competing on behalf of the club.
- c) Officials of the club shall be encouraged to wear the club colours when accompanying representative teams.

7: Affiliation

The club shall affiliate with the Thornlie and Districts Teeball Association and any other organisation that from time to time maybe deemed beneficial or necessary to the executive committee.

8: Subscriptions

Each playing member of the club subject to rules 3 and 4 shall pay a subscription, which will be determined from time to time by the executive committee. The amount will be set prior to the first training date or registration day, whichever is the earlier.

9: Club Financial Year

The Financial year of the club shall terminate on the 30th March in each year and all books and accounts shall close on that day. The annual report and duly audited, annual statement of income and expenditure and balance sheet shall be submitted by the treasurer to the next annual general meeting of the club. The balance sheet shall show all items of expenditure, income, assets and liabilities of the club and shall be of a design as approved by the committee.

10: Patrons

The general body of members may elect persons or organisations to be patron(s) at any annual general meeting. A simple majority of those present will be sufficient to elect any patron for a period of 12 months.

11: Common Seal Clause

The common seal of the club shall be in the custody of the secretary and shall be affixed to any document only pursuant to a resolution of the committee. The affixation of the seal shall be witnessed by the president and the secretary.

12: Non Profit Making Clause

The income and property of the club whencesoever so derived shall be applied solely toward the promotion of its objectives as set fourth in this constitution and no portion thereof shall be paid or transferred directly or indirectly by way of dividend or bonus or otherwise howsoever to its members provided that nothing herein shall prevent the payment in good faith or remuneration to any officer or servant of the club for services actively rendered to the club.

13: Dissolution

The club may at any time, with the consent of a majority of 75% of members resent, at a general meeting called for the purpose, be dissolved. If upon the dissolution or winding up of the club there remains after the satisfaction of all its debts and liabilities and property whatsoever, the same shall not be paid to or distributed among members of the club, but shall be given or transferred to some other association or institution having objectives similar or wholly or in part to the objectives of the club and which shall prohibit the distribution of its or their income and property among its or their

members or to some charitable object or objects which association, institution or objectives shall be determined by the members of the club at or before the time of dissolution or winding up, or in default thereof or if and in so far as effect cannot be given to such determination then such payment or distribution shall be determined by a judge of the supreme court.

14: Repeal, Alterations And Additions To The Constitution

The rules may be repealed, altered or added to only by resolution at either an annual general meeting or a special general meeting called for that purpose. Any intention to move such motions have to be advised with the notice of the meeting at least three weeks prior to the date of the meeting.

15: The Executive Committee

The executive committee of the club shall be:

- a) President
- b) Vice President
- c) Secretary
- d) Treasurer
- e) Registrar

16: The Committee

Subject to the provisions of these rules the affairs of the club as defined in these rules shall be managed by a committee which shall consist of a President, a Vice President, Secretary, Treasurer, Registrar and general committee members.

17: President and Vice President

The president shall:

- a) Act as chairman at all meetings of the club and the executive.
- b) Maintain the impartiality of the chair.
- c) Conform to the rules of procedure and maintain order throughout the meeting.

- d) To decide that the quorum is present, intimate the object of the meeting if it is one called to consider special matters. To announce all other business matters of the meeting, decide points of order and points of privilege or priority. Explain matters to those in doubt.
- e) Instruct the secretary to read the minutes of the previous meeting, request confirmation and when confirmed sign same.
- f) In the event of a ballot being required, to announce the method of voting, count the votes, exercise his/her rights of a casting vote in the event of a tied ballot and announce the result of the vote.
- g) To decide and announce the next speaker, to confine speakers to the matter under discussion and if necessary, confine speakers to a reasonable time limit.
- h) To introduce invited guests.
- i) To accelerate and finalise the business of the meeting within a reasonable time limit.
- j) To sign cheques for approved expenditure when called upon to do so.
- k) Represent the club at functions, etc as may be required.
- l) Appoint time and place of next meeting.
- m) Perform any duties committed to him/her by these rules.
The vice president/s shall preside in the absence of the president with full powers of the president. In the absence of the president and both vice president some other member of the committee shall be chosen by the meeting to preside and shall have all the powers and perform all the duties of the president at such meeting. The president and vice president to be authorised signing officers of the club.
- n) The vice president may be authorised signing officers of the club's cheque account.

18: The Secretary

The secretary shall:

- a) Convene all general and committee meetings of the club.
- b) Attend general and committee meetings of the club.
- c) Be answerable for the giving of due notice for the calling of all meetings as provided in these rules.
- d) Be answerable for keeping a true record of all meetings.
- e) Prepare an annual report and assist in the preparation of the annual statement of income and expenditure and the balance sheet.
- f) Attend to all correspondence, keep and answer it and produce at the committee meeting.
- g) Perform other such duties as may be necessary to give effect to and carry out the rules of the club and any duties assigned by the club or committee in meeting assembled.
- h) Be an authorised signing officer of the clubs cheque account

19: The Treasurer

The treasurer shall:

- a) Not pay lend or otherwise appropriate any of the funds of the club or any other monies for any purpose except in accordance within the rules of the club and the resolution of the committee or general meeting of the club.
- b) Keep appropriate books of accounts a correct account of all monies received and expended by the club together with the date of receipt and/or expenditure.
- c) Have charge of the club books of accounts and produce them for inspection at all reasonable time, when requested by the president, executive committee or the auditor.

- d) Examine all accounts to be-passed for payment and make all authorised payments from the funds of the club.
- e) Forthwith pay all monies received by him/her into the club account to the credit of the club.
- f) Receive and issue proper receipts for all monies paid to the club.
- g) A reconciled statement of current income and expenditure shall be prepared and presented at each committee meeting.
- h) Assist if required, the auditor when he is auditing the accounts of the club.
- i) Prepare an annual statement of income and expenditure and a balance sheet.
- j) Assist the secretary as required.
- k) Be an authorised signing officer of the clubs cheques and shall ensure that all cheques are signed by any two of the three club authorised signatures.

20: Registrar

The registrar shall keep an accurate personal record of each player, including the players surname, given names, address, age, birthdate and any other statistics that may be required.

21: Delegates

The delegate or delegates shall:

- a) Attend all meetings as required as a representative of the club.
- b) Request any information, etc as required by the club.
- c) Vote on any motion that may arise for and on behalf of the club.
- d) Supply a report of the meetings he/she has attended and present that report at the next committee meeting.

22: Powers of the Executive

- a) Should any matter arise, or be brought under the notice of the executive committee, which in their opinion is not of sufficient importance to warrant a special meeting, the president or secretary shall have the power to deal with such matters at their discretion.
- b) In the event of their disagreement on any urgent question, the matter can only then be dealt with by a majority vote at a special meeting.

23: Powers and duties of the Committee

The committee subject to the control by members as shown in the minutes shall have the following powers and perform the following duties.

- a) To control, superintend and manage the affairs of the club, its elected officers, members funds and property.
- b) To suspend for any period, or expel any member or playing member of the club for any breach or infringement of the rules of the club or for any misconduct or dereliction of duty or for any misapplication/misappropriation of funds or property of the club or for any non-compliance with or disobedience of any order contained in any resolution of the committee or for conduct in its opinion unworthy of a member.
- c) To cause to be made or to demand an audit of the books and accounts of the club at any time.
- d) Generally, all such decisions as may be necessary for the proper conduct of the business of the club.

24: Absence of Members of the Committee

The committee may declare vacant the office of any member who absents themselves from three consecutive meetings without proper cause. The committee shall fill any vacancy that may occur by appointing any member of the club.

25: Filling Vacant Committee Offices

Should the president die, resign, or be removed from office, then the presidents office shall be filled by another member of the committee appointed by the remaining members thereof, and such member so appointed shall hold office as president for the remainder of the term for which his/her predecessor was appointed. Should any other member of the committee die, resign or be removed from office or be appointed president pursuant to these rules, this members place on the committee shall be filled by a member appointed by the remaining members of the committee and such member appointed shall hold office for the remainder of the term for which their predecessor was appointed.

26: Club Meetings

A. Annual General and Special Meetings

The annual general meeting of the club shall be held at the completion of each season (Thornlie & Districts season) at a time determined by the executive committee. Such meetings shall deal with the election of officers to the committee, presentation of the annual treasurers report and balance sheet, appointment of auditor for the coming 12 months and discuss any matters brought forward and to take any constitutional action, which may be deemed advisable. The secretary upon the request of the president, or any two members of the committee or upon requisition signed by at least one quarter of the members of the club, summon a special meeting of members of the club.

B. Executive Committee Meetings

The executive committee shall transact any business that requires attention and shall report any special matter to the next committee meeting. The committee shall meet at such time and place as it may determine.

27: Quorums

At any meeting of the committee (routine, special general and annual general meetings), attendance by all executive committee members shall form a quorum. If no quorum is present with 15 minutes of the time set down for any meeting of any committee, the meeting will be reconvened at a later date to be decided by those present.

28: Voting at Meetings

- a) At the annual meeting or special meeting of the club only financial members of the club shall be entitled to vote. New members however who are nominated and elected to a position will thereafter be eligible to vote.
- b) Any financial member of the club is entitled to attend committee meetings and ask questions but is not entitled to vote. Persons on the committee only shall be entitled to vote.
- c) The decision of any question to be decided at any meeting shall be by show of hands, except whereupon a resolution carried by one third majority of the members present it is decided to submit the question to ballot.

29: Club Auditor

One or more persons shall be appointed at the annual general meeting of the club.

The auditor/s shall examine and audit all books and accounts of the club annually and at any other time as required by the committee and have the power to call all books, papers, accounts, receipts etc relating to the affairs of the club and compile a report to be presented at the annual general meeting or at any other time as may be requested by the executive.

30: Elections

Members of the committee shall hold office for a period of 12 months and be eligible for re-election.

- a) Nominations for office on the committee shall be declared open by the secretary for a period not less than 14 days and received by the secretary up to a time and date fixed by the retiring committee and not later than the date of the annual general meeting.
- b) Nominations shall be in writing and signed by the proposer and shall have the consent of the person nominated endorsed thereon in writing. The proposer shall be a member of the club at the date of nominations.
- c) Should more than one nomination be received for any one position, the nominee elected would be indicated by a voted majority at the meeting.
- d) Should insufficient nominations be received for the number of vacancies or where a nominee becomes ineligible between the closing time for nominations and the proposed declaration of the polling resulting in insufficient eligible nominations, those people nominated and still eligible shall be deemed elected from and after the date of the annual general meeting and the committee shall select a financial member to fill each position still remaining vacant.
- e) Persons elected pursuant to these shall be deemed elect members from and after the date of the annual general meeting.

31: Team Representation

Notwithstanding paragraph 30(e) each club coach is an automatic appointee to the committee. ie have entitlement to vote as per clause 28(b). However, the coach may decide to be represented by a parent of a playing member with his/her team. Should no parent of a playing member be available a club member may be appointed.

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