

VALLEY DRAGONS JUNIOR RUGBY LEAGUE
FOOTBALL CLUB Inc.

“STRIVE TOGETHER”

CONSTITUTION

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PART I

The name of the Association is the Valley Dragons Junior Rugby League Football Club (V.D.J.R.L.F.C.) hereafter referred to as The Club.

(1) OBJECTS

- (a) To Encourage, Foster, Promote, Develop and Manage Rugby League activities.
- (b) To Administer, Co-ordinate, Encourage, Assist and Support the activities of club members and to represent them in their relationship with the ACT Minor Rugby League and other sporting organisations.
- (c) To provide Playing Fields, Materials, Equipment and other Sporting Facilities as necessary to enable playing members to participate in Minor Rugby League Football activities.
- (d) To Promote, Hold and Control Meetings, Matches and other Fixtures for the playing of Minor Rugby League Football, or any other athletic sport or past-time while contributing toward Prizes, Cups, Medals and other Awards.
- (e) To Affiliate and Co-operate with the Minor Rugby League and with any other organisation where the objects are altogether or in part similar to those of The Club.
- (f) To Provide Equal Access to all participants to the Skills, Knowledge and Opportunities that The Club may offer in developing and promoting Minor Rugby League.
- (g) To discourage by not promoting, participating or engaging in any activity or adopting any policy which would enhance the competitiveness of any team to the detriment of another or others. Club coaches shall as policy provide equal opportunity to players entrusted to them by whenever possible providing equal participation time to those players.

(2) *THE COMMITMENT*

The Committee

To strive together for excellence in all that we do.

To place the well being of the participants above all else.

To respect those who represent other Clubs, Committees and Organisations.

To at all times act professionally when dealing with the public and affiliated organisations.

To be mindful of our fellow committee members right to be heard.

Players

To strive together for excellence in all that we do with a dedication to equality, respect and friendship.

To embrace the spirit of competition with fairness, commitment and pride for the Club we represent.

To be humble in victory and gracious in defeat.

To acknowledge with praise the skill of our team mates and our opponents.

To offer advice and encouragement to those who struggle.

To respect those who officiate and the rules of the game.

To respect those who devote their time and energy into administering our game for our sake.

To respect The Club's image and standing when away.

Coaches and Managers

To strive together for excellence in all that we do. To place the health and safety of those for whom we have responsibility above all else.

To be mindful of the fragility of their bodies, minds and spirit.

To treat all participants equally.

To be constructive in our criticism and honest in our praise.

To accept the participants for whom we have responsibility as they are.

To strive to enhance the skill, health and character of all participants.

To always find those things which they will do well and build on them.

To strive for but accept that perfection is rarely achieved.

To dedicate ourselves to the passing of knowledge and to the enjoyment of the game.

To respect our opponents, officials and the rules of the game.

To offer assistance to our fellow coaches and managers whenever it may be needed.

(3) *POWERS OF THE COMMITTEE*

The Committee, subject to the Associations Incorporations Act 1991, the Regulations, these Rules, the A.C.T.M.R.L. Constitution, By—Laws, Directives and the Constitutions of the AC.T.R.L. and the C.D.R.L. together with any other Resolutions passed by The Club in General Meeting, shall:

- (a) control and manage the affairs of The Club;
- (b) may exercise all such functions as may be exercised by The Club other than those functions that are required by these Rules to be exercised by The Club in General Meeting; and
- (c) has the power to perform all such Acts and do all such things as appear to the Committee to be necessary or desirable for the proper management of the affairs of The Club.

(4) CONSTITUTION AND MEMBERSHIP

- (a) The Committee shall consist of:
 - (i) The Office-Bearers of The Club; and
 - (i) Any number of members of The Club each of whom shall be elected pursuant to Rule 4 or in accordance with Rule 4(4).

- (b) The Office-Bearers shall be:

President
 Senior Vice-President
 Junior Vice-President
 Secretary
 Assistant Secretary
 Treasurer
 Coaching Coordinator
 Registrar
 Recorder
 Ground Manager

all who shall form the Executive Committee of The Club, together with other Committee Members who may be included from time to time.

- (c) Each Member of the Committee shall, subject to these Rules,

hold office until their successors are elected at the Annual General Meeting following the date of the Member's election, but is eligible for re-election.

- (d) In the event of a vacancy in the Membership of the Committee, the Committee may accept or seek application from a Member of The Club to fill the vacancy and the Member so appointed shall remain in office, subject to these Rules, until his successor is elected as in Rule 4(c) -above.

(5) ELECTION OF COMMITTEE MEMBERS

- (a) Nomination of candidates for election as Office-Bearers of The Club or as Ordinary Committee Members:
 - (i) shall be nominated from the floor or shall be submitted in writing and in either case must carry the support of two financial members of The Club. Nominations in writing must carry the endorsement of the candidate;
 - (ii) written nominations may be delivered to the Secretary prior to the Annual General Meeting or may be submitted from the floor at the Annual General Meeting;
- (b) Where a single nomination is received to fill an Office-Bearing position on the Committee, the candidate nominated shall be deemed to be elected.
- (c) Where multiple nominations are received to fill Office-Bearing positions on the Committee a ballot shall take place in a manner decided upon by the Returning Officer under direction of the Committee in the case of the election for. the position of President. The President shall, once elected, direct the ballot to take place as he/she deems appropriate.
- (d) Where insufficient nominations are received to fill all Office-Bearing positions those positions shall remain vacant until such time as the Committee can initiate action as in Rule 4(d) which

will then apply.

- (e) A person is not eligible to simultaneously hold more than one Office-Bearing position on the Committee, however, in the event of insufficient nominees being received to fill all positions another Office-Bearer may, at the discretion of the Committee, assume the responsibilities normally undertaken by the vacant office until such time as the vacancy can be filled in accordance with Rule 4(d).

(6) VACANCIES

For the purpose of these rules, a vacancy in the Office of a Member of the Committee occurs if the member:

- (a) dies;
- (b) ceases to be a member of The Club;
- (c) resigns from office;
- (d) is removed from office pursuant to Rule 7;
- (e) becomes an insolvent under administration within the meaning of the Corporations Law;
- (f) suffers from mental or physical disorder of a nature which would prevent that member carrying out his/her function to a level deemed acceptable by the Committee;
- (g) is disqualified from Officer under subsection 63(1) of the Act;
- (h) is absent without notice from all meetings of the Committee-held during a period of three months;
- (i) fails to comply with appropriate By-Laws, Directives and breaches of ethical and moral standards of sportsmanship practices by The Club.

(7) REMOVAL OF COMMITTEE MEMBERS

1. The Club in general meeting may by resolution, subject to section 50 of the ACT (Natural Justice), remove any member of the Committee from

the office of Member of the Committee before the expiration of the member's term of office.

(8) SECRETARY

1. The secretary of The Club shall, as soon as practicable after being appointed as secretary, notify The Club of his or her address.
2. The secretary shall keep minutes of:
 - (a) all elections and appointments of Office Bearers and other Committee Members;
 - (b) the names of Members of the Committee present at a committee meeting or a general meeting; and
 - (c) all proceedings at committee meetings and general meetings.
3. Minutes of proceedings of a meeting shall be signed by the person presiding at the meeting or by a person presiding at the next succeeding meeting.

(9) TREASURER

The treasurer of The Club shall:

- (a) collect and receive all moneys due to the association and make payments authorised by The Club; and
- (b) keep correct accounts and books showing the financial affairs of the association with full details of all receipts and expenditure connected with the activities of The Club;
- (c) on request of a member, make available for inspection all documentation recording expenditure and income, deposit books and receipts for expenditure and any copies of investment bonds or certificates held.

(10) COMMITTEE MEETINGS AND QUORUM

1. The Committee shall meet monthly or as directed by the Committee but not less than six times in each calendar year at such place and at such time as the Committee may determine.
2. Additional meetings of the Committee may be requested by any member for the purpose of discussing any matter of importance.
3. Oral or written notice of a meeting of the Committee to accord with sub-rule 10(2) shall be given by the secretary to each member of the Committee at least 48 hours (or such other period as unanimously agreed upon by the Committee) before the appointed time of the meeting.
4. Notice of a meeting given under sub-rule 10(3) shall specify the general nature of the business to be transacted at the meeting, except business which the Committee Members present at the meeting unanimously agree to treat as urgent.
5. Any five Members of the Executive Committee will constitute a quorum for the transaction of the business of a meeting of the Committee, all such meetings to be sanctioned by the President.
6. No business shall be transacted by the Committee unless a quorum is present and if within 30 minutes after the time appointed for the meeting a quorum is not present the meeting stands adjourned for a period of seven days.
7. If at the adjourned meeting a quorum is not present within 30 minutes after the time appointed for the meeting, the meeting shall be dissolved.
8. At meetings of the Committee:
 - (a) the president, or in the absence of the president, the senior or

- junior vice president shall preside; or
- (b) if the president and the vice-president(s) are absent, one of the remaining members of the Executive may be chosen by the members present to preside.

(11) *DELEGATION BY COMMITTEE TO SUB-COMMITTEE*

1. The Committee may delegate to one or more Sub-Committees (consisting of such member or members of The Club as the Committee thinks fit) the exercise of such of the functions of the Committee as are specified in the instrument of delegation, other than:
 - (a) this power of delegation; and
 - (b) a function which is a function of the Committee by the Act, by any other law of the Territory, or by resolution of The Club in general meeting.
2. A function, the exercise of which has been delegated to a Sub-Committee under this Rule may, while the delegation remains unrevoked, be exercised from time to time by the Sub-Committee in accordance with the terms of the delegation.
3. A delegation under this Rule may be made subject to such conditions or limitations as to the exercise of any function, or as time or circumstances, as may be specified in the instrument of delegation.
4. Notwithstanding any delegation under this Rule, the Committee may continue to exercise any function delegated.
5. Any act or thing done or suffered by a Sub-Committee acting in the exercise of a delegation under this Rule has the same force and effect as it would have if it had been done or suffered by the Committee.
6. The Committee may revoke wholly or in part any delegation under this Rule.

7. A Sub-Committee may meet and adjourn as it thinks proper.

(12) VOTING AND DECISIONS

1. Questions arising at the meeting of the Committee or any Sub-Committee appointed by the Committee shall be determined by a majority of votes of Members of the Committee or Sub-Committee present at the meeting, the results of which shall be reported to the General Committee.
2. Each member present at a meeting of the Committee or of any Sub-Committee appointed by the Committee (including the person presiding at the meeting) is entitled to one vote but, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.
3. Subject to Rule 10(5), the Committee may act notwithstanding any vacancy on the Committee.
4. Any act or thing suffered, or purporting to have been done or suffered, by the Committee or by the Sub-Committee appointed by the Committee, is valid and effectual notwithstanding any defect that may afterwards be discovered in the appointment or qualification of any member of the Committee or Sub-Committee.

(13) MEMBERSHIP

1. A person is qualified to be a member if:
 - (a) the person is a person referred to in paragraph 22(2) (a) or (b) of the Act and has not ceased to be a member of The Club at any time after incorporation of The Club under the Act; or
 - (b) the person:
 - (i) has applied for membership in accordance with Rule 14; and
 - (ii) has been approved for membership of The Club by the Committee of The Club.

2.
 - (a) Where a person is a non participant in the principal activity or any other activity controlled by The Club that person shall be classed as an ORDINARY MEMBER of The Club subject to Rule 14(1)(a).
 - (b) Where a person is a participant in the principal activity or any other activity controlled by The Club that person shall be classed as a PLAYING MEMBER subject to Rule 14(1)(b).
3. PLAYING MEMBERS as described in (2) (b) of this Rule shall not be entitled to hold office or to serve on the Committee as a member with the right to vote but are entitled to all other rights and privileges extended to ORDINARY MEMBERS.

(14) APPLICATION FOR MEMBERSHIP

1. Application for membership of The Club:
 1. shall be made by the parent or guardian of intending participants prior to or at the same time of registration application for intending participants; or
 2. where membership is sought without the intention of registration of participants by the applicant, at any time following the Annual General Meeting but prior to the 30th of June of the football year or;
 3. after the 30th of June of the football year where application for registration in (1) (a) of this Rule occurs after that date as described in the By-Laws of the Minor Rugby League.
2. The applicants referred to in Rule 14 shall at the time of application pay the applicable fees as set down under Rule 15.
3. Following acceptance of applications by the Committee the names of members shall be entered into a Register of Members with such members then becoming Members of The Club.
4. The Committee reserves the right to reject applications for

membership of either class providing at all times that such rejection does not infringe on the applicants civil or common rights. Such refusal of application must be notified to the applicant in writing with full explanation as to the grounds for such refusal.

5. Any person being refused membership of either class has the right of appeal against such resolution by the Committee as set down in Rule 21.

(15) FEES

1. The entrance fee to The Club is \$1.00, or any other amount which may be determined by resolution of the Committee.
2. The annual membership fee of The Club is \$2.00, or any other amount which may be determined by resolution of the Committee.
3. The fees shall be payable on application for membership as referred to in Rule 13.
4. A fee shall be determined by the Committee in general meeting payable for each PLAYING MEMBER on whose behalf and ORDINARY MEMBER may make application to register for the purpose of participating in the playing of rugby league under the control of The Club.
5. The entrance and membership fees as described in (1) and (2) of this Rule shall be inclusive to the fee determined as payable for PLAYING MEMBERS under (4) of this Rule.
6. There shall be no limit placed on the number of PLAYING MEMBERS on whose behalf a member may make application to register.

(16) MEMBERS LIABILITIES

1. The liability of ORDINARY MEMBERS to contribute towards the payment of debts and liabilities of The Club or the costs, charges and expenses of the winding up of The Club is limited to the amount, if any, unpaid by the member in respect of membership of The Club as required in Rule 15.
2. While PLAYING MEMBERS shall enjoy all right and privileges which The Club extends to ORDINARY MEMBERS, they shall incur no liability under this Rule.
3. Any fees outstanding by the PLAYING MEMBER at the time of winding up shall become the responsibility of the ORDINARY MEMBER who made application for membership through registration of the PLAYING. MEMBER to participate in the principal or other activity controlled by The Club.

(17) TRANSFER OF MEMBERSHIP

A right, privilege or obligation which a person has by reason of being a member of The Club -

- (a) is not capable of being transferred or transmitted to another person; and 18
- (b) terminates upon cessation of the person's membership.

(18) CESSATION OF MEMBERSHIP

A person ceases to be a member of an association if the person -

- (a) dies;
- (b) resigns from membership of The Club;
- (c) is expelled from The Club;
- (d) fails to renew membership of The Club.

(19) RESIGNATION

1. A member may resign by writing to the secretary stating their intention.
2. The secretary shall make the appropriate notation in the Register of Members recording the date of resignation.

(20) DISCIPLINE OF MEMBERS

1. Where the Committee is of the opinion that a member
 - (a) has persistently refused or neglected to comply with a provision or provisions of these Rules; or –
 - (b) has persistently and wilfully acted in a manner prejudicial to the interests of The Club, the committee may, by resolution –
 - (c) expel the member from The Club; or
 - (d) suspend the member from such rights and privileges of membership of The Club as the Committee may determine for a specified period.
2. A resolution of the Committee under Sub-rule(1) is of no effect unless the Committee, at a meeting held not earlier than 14 days and not later than 28 days after the service on the member of a notice under Sub-rule (3). confirms the resolution in accordance with this rule.
3. Where the Committee passes a resolution under Sub-rule (1), the secretary shall, as soon as practicable, cause a notice in writing to be served on the member –
 - (a) setting out the resolution of the Committee and the grounds on which it is based;
 - (b) stating that the member may address the Committee at a meeting to be held not earlier than 14 days and not later than 28 days after service of the notice;
 - (c) stating the date, place and time of that meeting; and
 - (d) informing the member that the member may do either or both of the following;

- (i) attend and speak at that meeting
 - (ii) submit to the Committee at or prior to the date of that meeting written representations relating to the resolution.
- 4. Subject to section 50 of the Act (Natural Justice), at a meeting of the Committee mentioned in Rule (20), the Committee shall -
 - (a) give to the member mentioned in Sub-rule (1) an opportunity to make oral representation;
 - (b) give due consideration to any written representations submitted to the Committee by that member at or prior to the meeting; and
 - (c) by resolution determine whether to confirm or to revoke the resolution of the Committee made under Sub-rule (1).
- 5. Where the Committee confirms a resolution under Sub-rule (4), the secretary shall, within 7 days after that confirmation, by notice in writing inform the member of the resolution and of the member's right to appeal under Rule 21.
- 6. A resolution confirmed by the Committee under Sub-rule (4) does not take effect –
 - (a) until the expiration of the period within which the member is entitled to appeal against the resolution where the member does not exercise the right of appeal within that period; or
 - (b) where within that period the member exercises the right of appeal under Rule 21 and the resolution is confirmed following the hearing of the appeal under that Rule.
- 7. All classes of membership are subject to discipline under this Rule, By-Law, Order or Directive implied herein.

(21) RIGHT OF APPEAL BY DISCIPLINED MEMBER

- 1. A member may appeal to The Club in general meeting against a resolution of the Committee which is under Rule 20(4) within 7 days after notice of the resolution is served on the member, by lodging with the secretary a notice to that effect.

2. Upon receipt of a notice under Sub-rule (1), the secretary shall notify the Committee which shall convene a general meeting of The Club to be held within 21 days after the date on which the secretary received the notice or as soon as possible after that date.
3. Subject to section 50 of the Act (Natural Justice), at a general meeting of The Club convened under Sub-rule (2) –
 - (a) no business other than the question of the appeal shall be transacted;
 - (b) the Committee and the member shall be given the opportunity to make representations in relation to the appeal orally or in writing, or both; and
 - (c) the members present shall vote by secret ballot on the question of whether the resolution made under Sub-rule 20(4), is confirmed.

(22) ANNUAL GENERAL MEETINGS

1. With the exception of the first annual general meeting of The Club, successive annual general meetings of its members shall be held at least once every calendar year and within a period of 5 months after the expiration of each financial year.
2. The Club shall hold its first annual general meeting
 - (a) within a period of 18 months after its incorporation under the Act; and
 - (b) within a period of 5 months after the expiration of the financial year of The Club.
3. Sub-rules (1) and (2) have effect subject to the powers of the Register of Incorporated Associations under section 120 of the Act in relation to extensions of time.
4. The annual general meeting of The Club shall, subject to the Act, be convened on such date and at such place and time as the Committee

thinks fit.

5. In addition to other business which may be transacted at an annual general meeting, the business of an annual general meeting shall be –
 - (a) to confirm the minutes of the last preceding annual general meeting and of any general meeting held since that meeting;
 - (b) to receive from the Committee reports on the activities of The Club during the last preceding financial year;
 - (c) to elect members of the Committee, including Office-Bearers; and
 - (d) to receive and consider the statement of accounts and the reports that are required to be submitted to members pursuant to Subsection 73 (1) of the Act, namely –
 - (i) the audited statement of The Club's accounts in respect of the most recently ended financial year of The Club;
 - (ii) a report signed by 2 members of the Committee stating –
 1. the name of each member of the Committee of The Club during the most recently ended financial year of The Club and, if different, at the date of the report;
 2. the principal activities of The Club during the most recently ended financial year and any significant change in the nature of those activities that occurred during that financial year; and
 3. the net profit and loss of The Club for the most recently ended financial year.
6. An annual general meeting shall be specified as such in the notice convening it in accordance with Rule 24
7. An annual general meeting shall be conducted in accordance with the provisions of this Part.

(23) GENERAL MEETINGS

1. The Committee may, whenever it thinks fit, convene a general

meeting of The Club.

2. The Committee shall, on the requisition in writing of not less than 5 percent of the total number of members, convene a general meeting of The Club.
3. A requisition of members for a general meeting –
 - (a) shall state the specific purpose of the meeting;
 - (b) shall be signed by the members making the requisition;
 - (c) shall be lodged with the secretary; and
 - (d) may consist of several documents in a similar form, each signed by 1 or more of the members making the requisition.
4. If the Committee fails to convene a general meeting within 1 month after the date on which a requisition of members for the meeting is lodged with the secretary, any 1 or more of the members who made the requisition may convene a meeting to be held not more than 1 month after that date.
5. A general meeting convened by a member or members referred to in Sub-rule (4) shall be convened as nearly as is practicable in the same manner as general meetings are convened by the Committee and any member who thereby incurs expense is entitled to be reimbursed by The Club for any reasonable costs incurred.

(24) NOTICE

1. Except where the nature of the business proposed to be dealt with at a general meeting requires a special resolution of The Club and where previous notice of the intention to hold a general meeting has not been given, the secretary shall, at least 14 days prior to the date set down for the general meeting, cause to be sent to each member a notice specifying the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
2. Where the nature of the business proposed to be dealt with at a

general meeting requires a special resolution of The Club, the secretary shall, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be sent to each member specifying, in addition to the matter required under that Sub-rule, the intention to propose the resolution as a special resolution.

3. No business other than that specified in the notice convening a general meeting shall be transacted at the meeting except, in the case of an annual general meeting, business which may be transacted pursuant to Rule 22(5).
4. A member desiring to bring any business before a general meeting may give notice in writing of that business to the secretary who shall include that notice from the member.

(25) *ADJOURNMENT*

1. The person presiding at a general meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
2. Any 5 of the Committee elected including the President of the time shall constitute a Quorum at general meetings.
3. Where a general meeting is adjourned for 14 days or more, the Secretary shall give notice to each member of The Club stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
4. Except as provided in (1) and (2), notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

(26) MAKING OF DECISIONS

1. A question arising at a general meeting of The Club shall be determined on a show of hands and unless a poll is demanded, a declaration by the person presiding that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the minute book of The Club, is evidence of the fact without proof of the number or proportion of the votes recorded in favour for or against that resolution.
2. At a general meeting of The Club, a poll may be demanded by the person presiding or by not less than 3 members present in person or by proxy at the meeting.
3. Where the poll is demanded at a general meeting, the poll shall be taken –
 - (a) immediately in the case of the poll, which relates to the election of the person to preside at the meeting or to the question of an adjournment; or
 - (b) in any other case, in such manner and at such time before the close of the meeting as the person presiding directs, and the resolution of the poll on the matter shall be deemed to be the resolution of the meeting on the matter.

(27) VOTING

1. The entitlement to vote at general meetings of The Club is the right of ORDINARY MEMBERS only and does not extend to PLAYING MEMBERS.
2. Subject to Sub-rule (4), upon any question arising at a general meeting of The Club a member has 1 vote only.
3. All votes shall be given personally or by proxy but no member may

hold more than 1 proxy.

4. A member or proxy is not entitled to vote at any general meeting of The Club unless all money due and payable by the member or proxy to The Club has been paid.

(28) APPOINTMENT OF PROXIES

1. Each member shall be entitled to appoint another member as proxy by notice given in writing to the secretary no later than 24 hours before the time of the meeting in respect of which the proxy is appointed.

(29) LIFE MEMBERSHIP

1. The privilege of Life Membership shall entitle the holder to vote or speak at any general meeting and to stand for office as prescribed.
2. Life Members shall be classed for all purposes within this Constitution as ORDINARY MEMBERS however, they shall be exempt from –
 - (a) the payment of any annual membership fees; and
 - (b) from any liability as described in Rule 16.
3. All nominations for Life Membership shall be made in writing at the last general meeting prior to the Annual General Meeting and must be signed by at least 2 members of the Committee. The Executive Committee shall then investigate the nominations and a detailed record of the nominee or nominees' service to The Club shall be read to members present at the Annual General Meeting together with the Committee's recommendation or otherwise as to whether the candidate should go to ballot for LIFE Membership. If it is in the affirmative the question shall go to a secret ballot of ORDINARY MEMBERS. The ballot shall be conducted on the simple question, "are you of the opinion, yes or no, whether the candidate is entitled to Life Membership?" To be elected the candidate must secure a two

thirds majority in support of those votes cast.

(30) FUNDS (SOURCE)

1. The funds of The Club shall be derived from entrance fees and annual subscriptions of members, registration fees, donations and, subject to any resolution passed by The Club in general meeting and subject to section 114 of the Act (Investment with associations), such other sources as the Committee determines.
2. All money received by The Club shall be deposited as soon as practicable to The Club's bank account.
3. The Club shall, as soon as practicable after receiving any money, issue a receipt where appropriate.

(31) FUNDS (MANAGEMENT)

1. Subject to any resolution passed by The Club in general meeting, the funds of The Club shall be used in pursuance of the objects of The Club in such a manner as the Committee determines.
2. All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed by any 2 of the following Executive Committee members, the President, the Treasurer and the Secretary.
3. In the circumstance where separate accounts are set up for specific approved functions cheques may be signed by either of those officers in (2) of this Rule and the committee member responsible for managing the function.
4. The 1st financial year of the Association shall terminate on the 30th June immediately following incorporation and thereafter shall commence on the 1st July and terminate on the 30th June of

successive years.

(32) *INSURANCE*

1. The Committee will at all times keep the members indemnified against any action against The Club which could occur as a result of any injuries or losses which may be suffered by members or the public during activities being controlled by The Club; and
2. Will participate, on resolution at general committee meeting, in player compensation schemes which may be available and sanctioned by the Minor Rugby League.

(33) *ALTERATION OF OBJECTS AND RULES*

1. Neither the objects of The Club referred to in section 29 of the Act nor these Rules shall be altered except in accordance with the Act.

(34) *COMMON SEAL*

1. The common seal of The Club shall be kept in the custody of the secretary.
2. The common seal shall be affixed to any instrument except by the authority of the Committee and the affixing of the common seal shall be attested by the signature of either 2 of the following members of the Executive Committee, the President, the Secretary and or the Treasurer.

(35) *CUSTODY OF BOOKS*

1. Subject to the Act, the Regulations and these Rules, the secretary shall keep in his or her control all records and other documents relating to The Club.

(36) *INSPECTION OF BOOKS*

1. The records, books and other documents of The Club shall be open to inspection at a place in the Territory, free of charge, by an ORDINARY MEMBER at any reasonable hour and at reasonable notice.

(37) *SERVICE OF NOTICES*

1. For the purpose of these Rules, a notice may be served by or on behalf of The Club upon any member at the member's address shown in the Register of Members.
2. Where a document is sent to a person by properly addressing, prepaying and posting to the person a letter containing the document, the document shall, unless the contrary is proved, deemed for the purposes of these Rules to have been served on the person at the time at which the letter would have been delivered in the ordinary course of post.

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