

NORTH ADELAIDE CROQUET CLUB INCORPORATED

CONSTITUTION

1. Name

The name of the Club shall be **North Adelaide Croquet Club Incorporated.**

This Club was formed by the amalgamation of the Fitzroy and Prospect Croquet Clubs on 1st July, 2002.

2. Objects

- 2.1. To promote the game of croquet and its associated mallet sports and pursue such other objects as the Members shall determine, consistent with the advancement of the game of croquet and the interests of the Club.
- 2.2. To maintain Membership of the South Australian Croquet Association Incorporated.
- 2.3. To provide a clubhouse, lawns equipment, and other amenities and social activities for the use and recreation of Members at such place or places and times as may be decided by the Management Committee.
- 2.4. To promote, organise, and manage Club events, tournaments and matches, decide conditions of play, and appoint referees and Managers as required.

Powers of the Club

The Club shall have all the powers conferred by section 25 of the Act.

3. Interpretation

In this constitution, unless inconsistent with its context:-

- 3.1. "Committee" means the Management Committee established under Clause 5 of this constitution.
- 3.2. "A.G.M." means the Annual General Meeting of the Club.
- 3.3. "Club" means the North Adelaide Croquet Club Incorporated.
- 3.4. "Member" means person admitted to Membership of the Club by resolution of the Committee who has met all financial obligations entailed in Membership.
- 3.5. Any interpretation of this Constitution and By-Laws shall be determined by a simple majority at a general Meeting of Members.

4. Membership

- 4.1. The Club shall consist of such classes of Membership as the Club may from time to time determine by By-Law and each class shall carry the rights and duties established in the By-Laws.
- 4.2. An intending Member shall apply for Membership in accordance with the procedure prescribed in the By-Laws and may be granted Membership in an appropriate class by resolution of the Management Committee.
- 4.3. Any Member may resign from Membership of the Club by giving written notice thereof to the Honorary Secretary. Any Member so resigning shall be liable for any outstanding fees which shall be recovered as a debt due to the Club.
- 4.4. Payment of the subscription and use of the Club's property shall imply a Member's acquiescence with this Constitution and the By-Laws, Regulations and Standing Orders made by the Club.
- 4.5. The Honorary Secretary shall maintain a register of all Members which will contain:-
 - 4.5.1. The name and address of each Member.

- 4.5.2. The date on which each Member was admitted to the Club.
- 4.5.3. The date of and reason for termination of Membership.
- 4.6. Any registered player whose conduct may appear to the Committee to be injurious to the Club or its objects for the proper conduct of its activities, and who, on the request by the committee, fails to give a satisfactory explanation within one month of request, may be removed from the register of Members of the Club. Any Member so removed shall:-
 - 4.6.1. Have no right to take part in any Club activity nor use Club facilities nor compete in any competition organised by the Club in accordance with these rules.
 - 4.6.2. Within one calendar month thereof, have the right to appeal to the full Club at a General Meeting. The decision of the Meeting shall be final.

5. Management

- 5.1. The management of the Club will be conducted by the Member through the A.G. M. and General Meetings as provided in clause 6. The A.G.M. will elect a Management Committee which will meet monthly or more often if necessary, to conduct the day to day affairs of the Club in accordance with policies and directions laid down at A.G.M.s or General Meetings.
- 5.2. The **Management Committee** shall consist of:-
 - 5.2.1. President.
 - 5.2.2. Vice-President.
 - 5.2.3. Honorary Secretary.
 - 5.2.4. Honorary Treasurer.
 - 5.2.5. A Club Captain of each code of croquet played consistently at the Club.
 - 5.2.6. Grounds Manager.
 - 5.2.7. Two Floor Members.
- 5.3. The Executive Committee shall comprise of the President; Vice-President; Honorary Secretary; and Honorary Treasurer.
- 5.4. Sub-Committees may be formed or members may be appointed from time to time to carry out specific duties as directed by the Committee.
- 5.5. The Management Committee may appoint a person to fill a casual vacancy, except for the position of President where the Vice-President shall act, and such a Management Committee member shall hold office until the next A.G.M. and shall be eligible for election to the Management Committee without nomination.
- 5.6. The Membership of any Member of the Committee shall cease in any of the following circumstances:-
 - 5.6.1. Death of the Member.
 - 5.6.2. Upon acceptance of the resignation of the Member by the Management Committee.
 - 5.6.3. If the Member misses three consecutive Meetings of the Committee and fails to give any satisfactory reason for doing so after being requested to do so.

6. Meetings

- 6.1. An **Annual General Meeting** of Club Members shall be held in **July** each year.
- 6.2. The Honorary Secretary shall give each Member twenty-one clear days' notice, in writing, of such Meetings and proposed appointments and elections to the Management Committee. (A copy of the notice of the A.G.M. shall be posted on the Club noticeboard for at least twenty- one days prior to the Meeting).
- 6.3. The **business of the A.G.M.** shall include: Adoption of the Minutes from the previous Meeting; Reports; Financial Report (Treasurer) & Adoption of Accounts; Election of Management Committee/Appointments; and Items of Business. The Agenda will be

issued annually with the notice of the meeting by the Committee.

6.4. A **Special General Meeting** may be called by:-

- 6.4.1. The President.
- 6.4.2. The Management Committee.
- 6.4.3. A written request to the President, signed by no fewer than seven full Members of the Club, stating clearly the business to be addressed. No business other than that stated in the request shall be dealt with at such Meeting. The President shall, within seven days of receipt of such request, initiate steps to call a Meeting. The President shall, within seven days of receipt of such request, initiate steps to call a Meeting.
- 6.4.4. Fourteen days written notice shall be given to Members stating the date of the Meeting and the business to be discussed. A copy of the notice will be placed on the Club noticeboard for at least fourteen days prior to the Meeting.
- 6.4.5. The President shall be the chairperson of all General and Management Committee Meetings, and in the absence of the President, the Vice- President. If both are absent, the Honorary Secretary shall conduct an election for a chairperson for that Meeting.

7. Quorums

- 7.1. At A.G.M.s and General Meetings, one quarter of the full Members of the Club shall form a quorum.
- 7.2. At Management Committee Meetings five Members shall form a quorum.
- 7.3. If a quorum is not present at any time during a Meeting, such Meeting may still continue but any decisions reached shall only be validated at the next Meeting of the body concerned, at which a quorum is present.

8. Voting

- 8.1. At all Meetings only full Members shall be entitled to have one vote only, except when there is a tied vote, then the Chairperson shall have a casting vote.
- 8.2. Members may, in case of a special meeting being called to vote on a specific motion, appoint another Member to act as a proxy by notifying the Honorary Secretary, in writing, prior to the Meeting, the name of the proxy.
- 8.3. The election of all officers, for contested positions, shall be by secret ballot. All other motions shall be proposed and seconded and determined by a show of hands, provided that a secret ballot may be held if determined by the President or if requested by no fewer than four Members present and entitled to vote.

9. Election of Officers

- 9.1. All officers will be elected for a two-year term, except for Floor Members who will be elected annually.
- 9.2. For the initial appointment of the Committee, the President and Vice-President will be elected for a term of one year.
- 9.3. The duties and responsibilities of all officers will be determined by the Committee and contained in the By-Laws.

10. Finance and Property

- 10.1. The Management Committee has the management and control of the funds and other property of the Club.
- 10.2. All monies received by the Club shall be paid to the Honorary Treasurer, recorded in proper books of account and held in appropriate bank accounts approved by the Management Committee in trust and at the disposal of the Club.

- 10.3. The Management Committee shall establish and maintain policies which:
 - 10.3.1. Provide the Treasurer with effective day to day banking facilities; and
 - 10.3.2. Manage and protect the assets of the Club.
 - 10.3.3. Such policies shall be published in the Club's By-Laws and updated as necessary.
- 10.4. Annual subscriptions and other relevant fees shall be determined at an A.G.M. or Special General Meeting. The subscription shall include Registration and Insurance fees payable to the South Australian Croquet Association Incorporated.
- 10.5. The Club may, at an A.G.M. or a Special General Meeting, declare a levy on Members for a specific purpose.
- 10.6. The Club shall have a common seal. Any two of the President, Vice-President, Honorary Secretary, Honorary Treasurer and Public Officer may attest to the fixing of the Seal.
- 10.7. The Seal may only be affixed to an instrument with the approval of the Management Committee or a General Meeting.
- 10.8. Members shall have no personal rights in the property of the Club and the Club shall not carry out business for the personal profit of individual Members.
- 10.9. The Financial Year of the Club shall be the fiscal year, for which period the annual financial statements, duly audited, shall be presented to the A.G.M.

11. Alterations To This Constitution

- 11.1. No alteration or addition to this constitution shall be made except by resolution of an A.G.M. or Special General Meeting called for that purpose, and only if the motion is carried by a majority of no fewer than two thirds of the Members present and entitled to vote.
- 11.2. A notice of motion setting out the proposed change shall be lodged with the Honorary Secretary at least thirty (30) days prior to the date of the Meeting called to consider it.
- 11.3. All Members shall receive written notice, setting out in full notice of motion, not less than twenty one (21) days prior to the date of the Meeting called to consider it.

12. Dissolution of the Club

The Club may be wound up in the manner provided for in the Act.

13. By-Laws, Regulations, Standing Orders

- 13.1. The Club shall have the power to establish By-Laws, Regulations and Standing Orders consistent with the objects of the Club.
- 13.2. The making or variation of such matters shall require a resolution of a General Meeting carried by a majority of not less than two thirds of the Members present and entitled to vote.