

BARDEN RIDGEBACKS
FOOTBALL CLUB INCORPORATED
(the “Club”)

RULES
(Last Updated 24 March 2010)

Part 1 Preliminary

1 Definitions

1.1 In these rules:

Code of Conduct means the code of conduct and behaviour for Player Members and Ordinary Members as determined by the Committee from time to time to ensure the Club's objectives of:

- (a) predominant family orientation;
 - (b) sportsmanship;
 - (c) respect for the game of Football including but not limited to respect for -
 - (i) the rules of the game of Football and of the SSFA,
 - (ii) participants and competitors,
 - (iii) referees and other officials,
 - (iv) spectators, volunteers
 - (d) courtesy; and
 - (e) fair play,
- are upheld in every respect.

Director-General means the Director-General of the Department of Fair Trading.

Ordinary Member means a member of the Club, is a person who qualifies for membership in accordance with Rule 2, has paid all fees in accordance with Rule 8 and has not ceased to be a member in accordance with Rule 4.

Secretary means:

- (a) the person holding office under these rules as secretary of the Club, or
- (b) if no such person holds that office the public officer of the Club.

Special General Meeting means a general meeting of the Club other than an Annual General Meeting.

SSFA means the Sutherland Shire Football Association (Inc.).

the Act means the Associations Incorporation Act 1984.

the Regulation means the Associations Incorporation Regulation 1999.

1.2 In these rules:

- (a) a reference to a function includes a reference to a power, authority and duty, and
- (b) a reference to the exercise of a function includes, if the function is a duty, a reference to the performance of the duty.

1.3 The provisions of the Interpretation Act 1987 apply to and in respect of these rules in the same manner as those provisions would so apply if these rules were an instrument made under the Act.

Part 2 Membership

2 Membership qualifications

- 2.1 A person qualifies to be an Ordinary Member of the Barden Ridgebacks Football Club Incorporated (the “Club”) if the person is:
- (a) a person referred to in section 15 (1) (a), (b) or (c) 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) a natural person:
 - (i) who has been nominated for membership of the Club as provided by rule 3, and
 - (ii) who has been approved for membership of the Club by the committee of the Club;or
 - (c) registered as a player with SSFA to play in a Club Football team in SSFA winter competition and the person is not a minor; or
 - (d) an official coach or manager of a Club football team registered in SSFA winter competition and the person is not a minor; or
 - (e) a parent or guardian of a minor who is registered as a player with SSFA to play in a Club football team in SSFA winter competition; or
 - (f) a Life Member.
- 2.2 A person who ordinarily qualifies for membership in more than one membership qualification category provided in Rule 2.1 shall only be permitted to qualify for membership under a single category.

3 Nomination for membership

- 3.1 A nomination of a person for ordinary membership of the Club in accordance with Rule 2.1(b):
- (a) must be made by a member of the Club in writing in the form set out in Appendix 1 to these rules, and
 - (b) must be lodged with the Secretary.
- 3.2 As soon as practicable after receiving a nomination for membership, the Secretary must refer the nomination to the Executive which is to determine whether to approve or to reject the nomination.
- 3.3 As soon as practicable after the Executive makes that determination, the Secretary must:
- (a) notify the nominee, in writing, that the Executive has approved or rejected the nomination (whichever is applicable), and
 - (b) if the Executive approves the nomination, request the nominee to pay (within the period of 28 days after receipt by the nominee of the notification) the sum payable under these rules by a member as joining fees and annual membership fees.

- 3.4 A person shall become an Ordinary Member of the Club upon:
- (a) receiving written approval of nomination for membership by the Executive or by qualifying for membership in accordance with Rule 1(c), (d), or (e) and upon payment in full (within 28 days of the date requested) of all joining and membership fees in accordance with Rule 8; or
 - (b) being awarded Life Membership in accordance with Appendix 2.
- 3.5 The Secretary must, on payment by the nominee of the amounts referred to in Rule (3) (b) within the period referred to in that provision, cause the nominee's name to be entered in the register of members and, on the name being so entered, the nominee becomes a member of the Club.

4 Cessation of membership

- 4.1 A person ceases to be a member of the Club if the person:
- (a) dies; or
 - (b) resigns membership;
 - (c) no longer satisfies the conditions in Rule 2(1) to qualify as member of the Club;
 - (d) fails to pay annual membership renewal fees in accordance with Rule 8 within 28 days of the date due; or
 - (e) is expelled from the Club.

5 Membership entitlements not transferable

- 5.1 Except for ordinary membership by a parent or guardian in accordance with Rule 2.1(e), 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
 - (b) terminates on cessation of the person's membership.
- 5.2 A parent or guardian who is an ordinary member in accordance with Rule 2.1, may transfer or transmit membership to another parent or guardian of the relevant minor.

6 Resignation of membership

- 6.1 A member of the Club is not entitled to resign that membership except in accordance with this Rule.
- 6.2 A member of the Club who has paid all amounts payable by the member to the Club in respect of the member's membership may resign from membership of the Club by first giving to the Secretary written notice of at least one month (or such other period as the Executive may determine) of the member's intention to resign and, on the expiration of the period of notice, the member ceases to be a member.
- 6.3 If a member of the Club ceases to be a member under clause (2), and in every other case where a member ceases to hold membership, the Secretary must cause an appropriate entry to be made in the register of members recording the date on which the member ceased to be a member.

7 Register of members

- 7.1 The Registrar of the Club must establish and maintain a register of members of the Club specifying the name and address of each person who is a member of the Club together with the date on which the person became a member.
- 7.2 The register of members must be kept at the principal place of administration of the Club and must be open for inspection, free of charge, by any member of the Club at any reasonable hour.
- 7.3 A member of the Club may obtain a copy of any part of the register on payment of a fee of \$1 for each page copied or, if some other amount is determined by the Executive, that other amount.

8 Fees and subscriptions

- 8.1 A member of the Club must, on admission to membership, pay to the Club a joining fee of \$1 or, if some other amount is determined by the Executive, that other amount.
- 8.2 In addition to any amount payable by the member under clause (1), a member of the Club must pay to the Club an annual membership fee of \$2 or, if some other amount is determined by the Executive, that other amount:
- (a) except as provided by paragraph (b), before 1 July in each calendar year, or
 - (b) if the member becomes a member on or after 1 July in any calendar year on becoming a member and before 1 July in each succeeding calendar year.
- 8.3 The payment of moneys by any person (including payment on their behalf by any parent, guardian or other third party) representing payment to the Club in full of player registration fees in any financial year of the Club for that person, shall be deemed to be payment of joining fees (as appropriate) and annual membership fees in accordance with Rule 2.1(c) or (e) for that person (or for their parent or guardian if the person is a minor) as a member of the Club for a period 12 months from the date of payment or until commencement of competition for the following year's SSFA winter season, whichever shall occur first.
- 8.4 Fees payable by a person qualifying for membership in accordance with Rule 2.1(d) shall be deemed to have paid joining fees (as appropriate) and annual membership fees upon appointment by the Executive as an official coach or manager of a Club football team registered in SSFA winter competition.
- 8.5 Joining and membership fees normally payable by an ordinary member in accordance with clauses 8.1 and 8.2 respectively shall be waived in accordance with Appendix B upon the member being awarded Life Membership and such waiver shall continue whilst the member is a life Member.

9 Members' liabilities

- 9.1 The liability of a member of the Club to contribute towards the payment of the 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 by rule 8.

10 Resolution of internal disputes

- 10.1 Disputes between members (in their capacity as members) of the Club, and disputes between members and the Club, are to be referred to a community justice centre for mediation in accordance with the Community Justice Centres Act 1983.

- 10.2 At least 7 days before a mediation session is to commence, the parties are to exchange statements of the issues that are in dispute between them and supply copies to the mediator.

11 Disciplining of members

- 11.1 A complaint may be made to the Executive by any person that a member of the Club:
- (a) has persistently refused or neglected to comply with a provision or provisions of these rules or the Code of Conduct, or
 - (b) has persistently and wilfully acted in a manner prejudicial to the interests of the Club.
- 11.2 On receiving such a complaint, the Executive:
- (a) must cause notice of the complaint to be served on the member concerned, and
 - (b) must give the member at least 14 days from the time the notice is served within which to make submissions to the Executive in connection with the complaint, and
 - (c) must take into consideration any submissions made by the member in connection with the complaint.
- 11.3 The Executive may, by resolution, expel the member from the Club or suspend the member from membership of the Club if, after considering the complaint and any submissions made in connection with the complaint, it is satisfied that the facts alleged in the complaint have been proved.
- 11.4 If the Executive expels or suspends a member, the Secretary must, within 7 days after the action is taken, cause written notice to be given to the member of the action taken, of the reasons given by the Executive for having taken that action and of the member's right of appeal under rule 12.
- 11.5 The expulsion or suspension does not take effect:
- (a) until the expiration of the period within which the member is entitled to appeal against the resolution concerned, or
 - (b) if within that period the member exercises the right of appeal, unless and until the Club confirms the resolution under rule 12 (5),
- whichever is the later.

12 Right of appeal of disciplined member

- 12.1 A member may appeal to the Club in general meeting against a resolution of the Executive under rule 11, within 7 days after notice of the resolution is served on the member, by lodging with the Secretary a notice to that effect.
- 12.2 The notice may, but need not, be accompanied by a statement of the grounds on which the member intends to rely for the purposes of the appeal.
- 12.3 On receipt of a notice from a member under clause (1), the Secretary must notify the Executive which is to convene a general meeting of the Club to be held within 28 days after the date on which the Secretary received the notice.
- 12.4 At a general meeting of the Club convened under clause (3):
- (a) no business other than the question of the appeal is to be transacted, and

- (b) the Executive and the member must be given the opportunity to state their respective cases orally or in writing, or both; and
- (c) the members present are to vote by secret ballot on the question of whether the resolution should be confirmed or revoked.

12.5 If at the general meeting the Club passes a special resolution in favour of the confirmation of the resolution, the resolution is confirmed.

Part 3 The committee

13 Powers of the committee

13.1 The committee is to be the committee of management of the Club and, subject to the Act, the Regulation and these rules and to any resolution passed by the Club in general meeting:

- (a) is to control and manage the affairs of the Club, and
- (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 a general meeting of members of the Club or by the Executive, and
- (c) has 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.

14 Constitution and membership

14.1 The Committee of the Club shall consist of 15 members:

- (a) seven (7) members, who shall be the office-bearers and collectively who shall be referred to as the “Executive”; and
- (b) eight (8) members, who shall be referred to as “General Committee”,

each of whom is to be elected at the Annual general meeting of the Club under rule 15.

14.2 The seven office-bearers of the Club shall be:

- (a) the President;
- (b) the Senior Vice-President;
- (c) the Junior Vice-President;
- (d) the Treasurer;
- (e) the Secretary;
- (f) the Registrar; and
- (g) the Operations Manager

- 14.3 Each member of the committee is, subject to these rules, to hold office until the conclusion of the Annual General Meeting following the date of the member's election, but is eligible for re-election.
- 14.4 In the event of a casual vacancy occurring in the membership of the committee, the Executive may appoint a member of the Club to fill the vacancy and the member so appointed is to hold office, subject to these rules, until the conclusion of the Annual General Meeting next following the date of the appointment.

15 Election of committee

- 15.1 Nominations of candidates for election to the Committee (either as office-bearers or as general committee members:
- (a) must be made in writing, signed by 2 members of the Club and accompanied by the written consent of the candidate (which may be endorsed on the form of the nomination), and
 - (b) must be delivered to the Secretary of the Club at least 7 days before the date fixed for the holding of the Annual General Meeting at which the election is to take place.
- 15.2 If insufficient nominations are received to fill all vacancies on the committee, the candidates nominated are taken to be elected and further nominations are to be received at the Annual General Meeting.
- 15.3 If insufficient further nominations are received, any vacant positions remaining on the committee are taken to be casual vacancies.
- 15.4 If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected.
- 15.5 If the number of nominations received exceeds the number of vacancies to be filled, a ballot is to be held.
- 15.6 The ballot for the election of members of the committee is to be conducted at the Annual General Meeting in such usual and proper manner as the Executive may direct.

16 Secretary

- 16.1 The Secretary of the Club must, as soon as practicable after being appointed as Secretary, lodge notice with the Club of his or her address.
- 16.2 It is the duty of the Secretary to keep or cause to be kept minutes of:
- (a) all appointments of office-bearers and members of the committee;
 - (b) the names of members of the committee present at an Executive meeting or at a committee meeting
 - (c) the names of members present at a general meeting; and
 - (d) all proceedings at meetings of the Executive, the committee and at general meetings.
- 16.3 Minutes of proceedings at a meeting must be signed by the chairperson of the meeting or by the chairperson of the next succeeding meeting.

17 Treasurer

17.1 It is the duty of the Treasurer of the Club to ensure:

- (a) that all money due to the Club is collected and received and that all payments authorised by the Club are made;
- (b) that correct books and accounts are kept showing the financial affairs of the Club, including full details of all receipts and expenditure connected with the activities of the Club; and
- (c) that all surplus moneys of the Club are prudently invested.

18 Casual vacancies

18.1 For the purposes of these rules, a casual vacancy of a member of the committee occurs if the member:

- (a) dies, or
- (b) ceases to be a member of the Club, or
- (c) becomes an insolvent under administration within the meaning of the Corporations Law, or
- (d) resigns office by notice in writing given to the Secretary, or
- (e) is removed from office under rule 19, or
- (f) becomes a mentally incapacitated person, or
- (g) is absent without the consent of the Executive from all meetings of the Executive or the committee (which ever applies) held during a period of 6 months.

19 Removal of member

19.1 The Club in general meeting may by resolution remove any member of the committee from the office of member before the expiration of the member's term of office and may by resolution appoint another person to hold office until the expiration of the term of office of the member so removed.

19.2 If a member of the committee to whom a proposed resolution referred to in clause (1) relates makes representations in writing to the Secretary or President (not exceeding a reasonable length) and requests that the representations be notified to the members of the Club, the Secretary or the President may send a copy of the representations to each member of the Club or, if the representations are not so sent, the member is entitled to require that the representations be read out at the meeting at which the resolution is considered.

20 Meetings and quorum

20.1 The committee must meet at least 3 times in each period of 12 months at such place and time as the Executive may determine.

20.2 The Executive must meet at least 3 times in each period of 12 months at such place and time as the Executive may determine.

- 20.3 Additional meetings of the Executive or the committee may be convened by the President or by any member of the Executive.
- 20.4 Oral or written notice of a meeting of the Executive or of the committee must be given by the Secretary to each member of the Executive or of the committee at least 48 hours (or such other period as may be unanimously agreed on by the members of the Executive or of the committee) before the time appointed for the holding of the meeting.
- 20.5 Notice of a meeting given under clause (3) must specify the general nature of the business to be transacted at the meeting and no business other than that business is to be transacted at the meeting, except business which the Executive or the committee members present at the meeting unanimously agree to treat as urgent business.
- 20.6 Any 4 members of the Executive committee constitute a quorum for the transaction of the business of a meeting of the Executive.
- 20.7 Any 8 members of the committee constitute a quorum for the transaction of the business of a meeting of the committee.
- 20.8 No business is to be transacted by the Executive or by the committee unless a quorum is present and if, within half an hour of the time appointed for the meeting, a quorum is not present, the meeting is to stand adjourned to the same place and at the same hour of the same day in the following week.
- 20.9 If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting is to be dissolved.
- 20.10 At a meeting of the Executive or of the committee:
- (a) the President or, in the President's absence, the Senior Vice-President is to preside, or
 - (b) if the President and the Senior Vice-President are absent or unwilling to act, such one of the remaining members of the Executive as may be chosen by the members present at the meeting is to preside.

21 Delegation by committee to sub-committee

- 21.1 The Executive may, by instrument in writing, delegate to one or more sub-committees (consisting of such member or members of the Club as the Executive thinks fit) the exercise of such of the functions of the Executive as are specified in the instrument, other than:
- (a) this power of delegation, and
 - (b) a function which is a duty imposed on the Executive by the Act or by any other law.
- 21.2 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.
- 21.3 A delegation under this section may be made subject to such conditions or limitations as to the exercise of any function, or as to time or circumstances, as may be specified in the instrument of delegation.
- 21.4 Despite any delegation under this rule, the Executive or the committee may continue to exercise any function delegated.

- 21.5 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 Executive.
- 21.6 The Executive may, by instrument in writing, revoke wholly or in part any delegation under this rule.
- 21.7 A sub-committee may meet and adjourn as it thinks proper.

22 Voting and decisions

- 22.1 Questions arising at a meeting of the Executive or the committee or of any sub-committee appointed by the Executive are to be determined by a majority of the votes of members of the Executive, the committee or the sub-committee present at the meeting.
- 22.2 Each member present at a meeting of the Executive, the committee or of any sub-committee appointed by the Executive (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.
- 22.3 Subject to rule 20.6, the Executive may act despite any vacancy on the Executive.
- 22.4 Any act or thing done or suffered, or purporting to have been done or suffered, by the Executive, the committee or by a sub-committee appointed by the Executive, is valid and effectual despite any defect that may afterwards be discovered in the appointment or qualification of any member of the Executive, the committee or sub-committee.

Part 4 General meetings

23 Annual General Meetings holding of

- 23.1 With the exception of the first Annual General Meeting of the Club, the Club must, at least once in each calendar year and within the period of 6 months after the expiration of each financial year of the Club, convene an Annual General Meeting of its members.
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- 23.2 The Club must hold its first Annual General Meeting:
- (a) within the period of 18 months after its incorporation under the Act, and
 - (b) within the period of 3 months after the expiration of the first financial year of the Club.
- 23.3 Clauses (1) and (2) have effect subject to any extension or permission granted by the Director-General under section 26 (3) of the Act.

24 Annual General Meetings calling of and business at

- 24.1 The Annual General Meeting of the Club is, subject to the Act and to rule 23, to be convened on such date and at such place and time as the committee thinks fit.
- 24.2 In addition to any other business which may be transacted at an Annual General Meeting, the business of an Annual General Meeting is to include the following:
- (a) to confirm the minutes of the last preceding Annual General Meeting and of any Special General Meeting held since that meeting,

- (b) to receive from the Executive reports on the activities of the Club during the last preceding financial year,
- (c) to elect the committee and office-bearers of the Club,
- (d) to receive and consider the statement which is required to be submitted to members under section 26 (6) of the Act.

24.3 An Annual General Meeting must be specified as such in the notice convening it.

25 Special General Meetings calling of

25.1 The Executive may, whenever it thinks fit, convene a Special General Meeting of the Club.

25.2 The Executive must, on the requisition in writing of at least 10 per cent of the total number of members, convene a Special General Meeting of the Club.

25.3 A requisition of members for a Special General Meeting:

- (a) must state the purpose or purposes of the meeting, and
- (b) must be signed by the members making the requisition, and
- (c) must be lodged with the Secretary, and
- (d) may consist of several documents in a similar form, each signed by one or more of the members making the requisition.

25.4 If the Executive fails to convene a Special General Meeting to be held within 1 month after that date on which a requisition of members for the meeting is lodged with the Secretary, any one or more of the members who made the requisition may convene a Special General Meeting to be held not later than 3 months after that date.

25.5 A Special General Meeting convened by a member or members as referred to in clause (4) must be convened as nearly as is practicable in the same manner as general meetings are convened by the Executive and any member who consequently incurs expense is entitled to be reimbursed by the Club for any expense so incurred.

26 Notice

26.1 Except if the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Club, the Secretary must, at least 14 days before the date fixed for the holding of the general meeting, give a notice to each member specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.

26.2 If the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Club, the Secretary must, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be given to each member specifying, in addition to the matter required under clause (1), the intention to propose the resolution as a special resolution.

26.3 No business other than that specified in the notice convening a general meeting is to be transacted at the meeting except, in the case of an Annual General Meeting, business which may be transacted under rule 24 (2).

- 26.4 A member desiring to bring any business before a general meeting may give notice in writing of that business to the Secretary who must include that business in the next notice calling a general meeting given after receipt of the notice from the member.

27 Procedure

- 27.1 No item of business is to be transacted at a general meeting unless a quorum of members entitled under these rules to vote is present during the time the meeting is considering that item.
- 27.2 Five members present in person (being members entitled under these rules to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.
- 27.3 If within half an hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting:
- (a) if convened on the requisition of members, is to be dissolved, and
 - (b) in any other case, is to stand adjourned to the same day in the following week at the same time and (unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.
- 27.4 If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being at least 3) is to constitute a quorum.

28 Presiding member

- 28.1 The President or, in the President's absence, the Senior Vice-President, is to preside as chairperson at each general meeting of the Club.
- 28.2 If the President and the Senior Vice-President are absent or unwilling to act, the members present must elect one of their number to preside as chairperson at the meeting.

29 Adjournment

- 29.1 The chairperson of 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 is to be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
- 29.2 If a general meeting is adjourned for 14 days or more, the Secretary must give written or oral notice of the adjourned meeting 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.
- 29.3 Except as provided in clauses (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.

30 Making of decisions

- 30.1 A question arising at a general meeting of the Club is to be determined on a show of hands and, unless before or on the declaration of the show of hands a poll is demanded, a declaration by the chairperson 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 of or against that resolution.

30.2 At a general meeting of the Club, a poll may be demanded by the chairperson or by at least 3 members present in person at the meeting.

30.3 If a poll is demanded at a general meeting, the poll must be taken:

- (a) immediately in the case of a poll which relates to the election of the chairperson of 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 chairperson directs,

and the resolution of the poll on the matter is taken to be the resolution of the meeting on that matter.

31 Special resolution

31.1 A resolution of the Club is a special resolution:

- (a) at least 21 days' written notice is given to members specifying the intention to propose the resolution as a special resolution has been given to ordinary members in accordance with these Rules and such resolution was passed by at least a three-quarters majority of such members present at the meeting of the Club entitled under these Rules to vote; or
- (b) where it is made to appear to the Director-General that it is not practicable for the resolution to be passed in the manner specified in paragraph (a), if the resolution is passed in a manner specified by the Director-General.

32 Voting

32.1 On any question arising at a general meeting of the Club a member has one vote only.

32.2 All votes must be given personally.

32.3 In the case of an equality of votes on a question at a general meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.

32.4 A member is not entitled to vote at any general meeting of the Club unless all money due and payable by the member to the Club has been paid, other than the amount of the annual subscription payable in respect of the then current year.

Part 5 Miscellaneous

33 Insurance

33.1 The Club must effect and maintain insurance under section 44 of the Act.

33.2 In addition to the insurance required under clause (1), the Club may effect and maintain other insurance.

34 Funds source

- 34.1 The funds of the Club are to be derived from joining fees and annual membership fees of members, sponsorship, grants, donations, operating surpluses and, subject to any resolution passed by the Club in general meeting, such other sources as the Executive determines.
- 34.2 All money received by the Club must be deposited as soon as practicable and without deduction to the credit of the Club's bank account.
- 34.3 The Club must, as soon as practicable after receiving any money, issue an appropriate receipt.

35 Funds management

- 35.1 Subject to any resolution passed by the Club in general meeting, the funds of the Club are to be used in pursuance of the objects of the Club in such manner as the Executive determines.
- 35.2 All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by any 2 members of the Executive of the Club or as otherwise a determined by the Executive from time to time.

36 Alteration of objects and rules

- 36.1 The statement of objects and these rules may be altered, rescinded or added to only by a special resolution of the Club.

37 Common seal

- 37.1 The common seal of the Club must be kept in the custody of the public officer.
- 37.2 The common seal must not be affixed to any instrument except by the authority of the Executive and the affixing of the common seal must be attested by the signatures either of 2 members of the Executive.

38 Custody of books

- 38.1 Except as otherwise provided by these rules, the public officer must keep in his or her custody or under his or her control all records, books and other documents relating to the Club.

39 Inspection of books

- 39.1 The records, books and other documents of the Club must be open to inspection, free of charge, by a member of the Club at any reasonable hour.

40 Service of notices

- 40.1 For the purpose of these rules, a notice may be served on or given to a person:
- (a) by delivering it to the person personally, or

- (b) by sending it by pre-paid post to the address of the person, or
 - (c) by sending it by facsimile transmission or some other form of electronic transmission to an address specified by the person for giving or serving the notice.
- 40.2 For the purpose of these rules, a notice is taken, unless the contrary is proved, to have been given or served:
- (a) in the case of a notice given or served personally, on the date on which it is received by the addressee, and
 - (b) in the case of a notice sent by pre-paid post, on the date when it would have been delivered in the ordinary course of post, and
 - (c) in the case of a notice sent by facsimile transmission or some other form of electronic transmission, on the date it was sent or, if the machine from which the transmission was sent produces a report indicating that the notice was sent on a later date, on that date.
- 40.3 For the purpose of the Rules, a notice of meeting will be deemed to have been given if such notice is published on the Club's web site.

Appendix 1

(Rule 3 (1))

APPLICATION FOR MEMBERSHIP OF CLUB

Incorporated (incorporated under the Clubs Incorporation Act 1984)

Applicant

I, _____
(full name of applicant)

of _____
(address)

hereby apply to become a (occupation) member of the abovenamed incorporated Club.

In the event of my admission as a member, I agree to be bound by the rules of the Club for the time being in force.

Signature of applicant _____ Date _____

Proposer

I, _____ a member of the
Club,

nominate _____, the applicant, who
is

personally known to me, for membership of the Club.

Signature of proposer _____ Date _____

Second

I, _____ a member of the
Club,

second the nomination of _____, the applicant, who
is

personally known to me, for membership of the Club.

Signature of seconder _____ Date _____

Barden Ridgebacks Football Club Incorporated
(the “Club”)
Life Membership Rules & Guidelines

1. General

- 1.1 The following rules and guidelines shall govern the awarding of Life Membership to Ordinary Members of the Club.
- 1.2 These rules and guidelines may only be amended by special resolution of the Club.
- 1.3 Life Membership is the most prestigious honour that can be bestowed on an individual by the Club. As such, the rules are of a precise nature and are to be adhered to in a stringent manner.

2. Purpose

- 2.1 The purpose of Life membership is to recognise and reward outstanding contribution to the development, wellbeing and success of the Club. The award provides a tangible recognition for the efforts of an individual in achieving this success.

3. Categories of Life Membership and Eligibility

- 3.1 The Club may award Life membership to an Ordinary Member in accordance with one of three categories, broadly defined as:

(a) Football Life Membership

Football Life Membership is awarded to any individual that is a current and/or past active member of the Club and who has demonstrated a continuous leading contribution to the success and development of Football in the Club as determined by Members.

Eligibility:

- *Playing for the Club; and/or*
- *Coaching Club team(s); and/or*
- *Managing Club team(s); and/or*
- *Refereeing Club matches; and/or*
- *Volunteer work relating to operating/maintaining the Club and its facilities; and/or*
- *Club management/administration (including as a member of the Committee).*

*Nominations for Football Life Membership must demonstrate active and continuous contribution over a period of not less than **15 years**. The awarding of Service Life Membership is intended to recognise outstanding and continuous service to the Club in various capacities. Accordingly, mere membership of the Club for 15 years will not ordinarily make a Member eligible for Life Membership. Outstanding contribution in more than one of these areas can be considered cumulative, however, a minimum of **10 years** outstanding service in any one area, in addition to service in other areas, is essential. It is not necessary for the contribution over time to be consecutive, however the Committee may determine whether any break in service contravenes the minimum eligibility criteria outlined above.*

(b) Honorary Life Membership

Honorary Life membership may be awarded to any individual that has not been an actively involved with the game of Football (e.g. as a Club player or team official) for the Club but has nevertheless contributed long term outstanding service for the general benefit of the Club as determined by Members.

Eligibility:

Honorary Life Membership eligibility is intended to be consistent with the guidelines for Football Life Membership outlined above. However, nominations for Honorary Life Membership do not need to be in respect of a Member of the Club. Rather, Honorary Life Membership recognises an outstanding and ideally continuous but nevertheless long term contribution to the club by a non-member. The only eligibility restriction is that the Committee shall determine if the contribution made by the nominee is acceptable, under the spirit of this prestigious award. Nevertheless, the benefit to be enjoyed by the Club from the non-member's contribution must extend over a period of not less the 10 consecutive years.

(c) Financial Life Membership

Financial Life membership may be awarded to a member or non member that makes personal contribution or individually generates a third party contribution which is substantial and benefits the Club for long term.

Eligibility:

Eligibility for Financial Life Membership will be considered at the sole discretion of the Executive Committee where such financial benefit is greater than \$10,000 in any year or \$30,000 over any consecutive ten year period. The simple procuring of cumulative sponsorships or civil grants will not ordinarily make a person eligible for Financial Life Membership.

4. Nominations

4.1 Nominations must be made by:

- (a) a Member of the Club and seconded by another Member of the Club; or
- (b) resolution of the Executive.

4.2 Nominations must detail and evidence the full circumstances of eligibility for the relevant Life Membership category and shall include:

- (a) full name and contact details of the nominator;
- (b) full name and contact details of the nominee;
- (c) details (including evidence where necessary) of the specific contribution of the nominee relevant to the Life Membership category
- (d) substantive reasoning as to the outstanding contribution of the nominee

4.3 Nominations must be submitted to the Secretary at least one month prior to the Club's Annual General Meeting.

4.4 The Executive has right of veto over any nomination.

5. Voting

5.1 The Secretary will present all nominations (except those vetoed by the Executive Committee) at the next Annual General Meeting for consideration and voting by Club Members.

5.2 Except by resolution of the Executive on a case by case basis, voting for awarding of Life Membership shall be held at the Club's Annual General Meeting.

5.3 Life Membership shall be awarded in accordance with the Club's Rules of voting on Special Resolutions – i.e. requiring a **three-fourths majority** of the Members present at the relevant meeting who are entitled to vote at that meeting.

6. Frequency

6.1 To preserve the momentous and prestigious nature of awarding of Life Membership, voting on nominations shall be held once in each calendar year.

7. Presentation

7.1 The announcement and presentation of Life Membership to the nominee shall be held at the next senior presentation function following the meeting at which the awarding of Life Membership was endorsed.

8. Entitlements

8.1 The Executive may in its absolute discretion resolve to vary Life Membership entitlements from time to time.

8.2 Full privileges of the club free-of-charge, including SSFA match fees but not SSFA registration fees.

8.3 A letter or certificate advising the recipient of the awarding of Life Membership.

8.4 The publication of the Life Members name on a Club honour roll.

8.5 A lapel pin or badge stamped with the Barden Ridgebacks Football Club Logo and the words Life Member.

8.6 An annual invitation to be a guest of the Barden Ridgebacks Football Club at its senior presentation for both the Life Member and their partner.

9. Financing

9.1 Life Membership will be financed as follows;

(a) The lapel pin or badge plus costs associated with the senior presentation(s) will be met by general club funds. The cost of the lapel pin or badge shall not exceed \$150 or such other amount as resolved by the Executive from time to time.

(b) When determining annual membership fees, Life Members will not be included in the total membership and costs associated with SSFA match fees will be born by the membership as a whole.

10. Restrictions and Amendment

10.1 Life Membership shall not transferable.

10.2 Unless otherwise stated herein, these Rules and Guidelines may only be amended by Special Resolution of the Club.

