

THE CONSTITUTION

OF

DE LA SALLE JUNIOR RUGBY LEAGUE FOOTBALL CLUB INCORPORATED

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De La Salle Junior Rugby League Football Club Incorporated

1. NAME

The name of the Club shall be the **De La Salle Junior Rugby League Football Club Incorporated** (hereinafter referred to as "the Club").

2. HEADQUARTERS

The Headquarters of the Club shall be the Clubhouse premises located at Captain Cook Fields, Woollooware, commonly referred to as the De La Salle Football Club and is where all General Meetings shall be held where possible (hereinafter referred to as "the Clubhouse").

3. FURTHER DEFINITIONS

In this Constitution unless contrary intention appears:

"the Club" means the De La Salle Junior Rugby League Football Club Incorporated.

"District Club" means the Cronulla Sutherland District Rugby League Football Club Ltd.

"General Committee" means the body of people who attend the Club's General Meetings.

"Junior League" means the Cronulla Sutherland District Junior Rugby Football League Incorporated.

"Other League" means any body or entity not being the Junior League which governs a competition in which the Club has entered a team or teams to play.

"Members" includes Life Members and Honorary Life Members.

"The Secretary" means the Secretary of the Club who is also the Public

Officer.

4. **OBJECTS**

The Objects of the Club are:

1. To provide, foster, encourage and promote Rugby League Football and Tag League for players in teams from Under 6 to Open Ages to participate in competitions as provided for by the Junior League or Other League.
2. In providing such football the Club maintains the following ideals:
 - a. Players are graded according to skill.
 - b. Sportsmanship is paramount.
 - c. Pressure is minimal.
 - d. The coaching of the skills of the game is of primary importance.
 - e. The enjoyment of participation is of primary concern.

5. **MEMBERSHIP**

1. Membership of the Club shall be in two categories:
 - a. Life Members of the Club and Honorary Life Members - being persons elected to life membership in accordance with the provisions referred to in Clause (17).
 - b. Ordinary members of the Club - being persons who are:
 - (i) elected to the Executive Committee as designated in Clause (7).
 - (ii) Parent or guardian of any player in teams which represent the Club from Under 6 to Under 18 years.
 - (iii) Persons who are a playing member of the Club in teams from Under 19 to A Grade/First Grade.
 - (iv) Persons who have been appointed as an official of the Club in the capacity of coach, manager or member of a sub-committee as designated in Clause (10) Sub Clause (3).

3.

- (v) Any person aged eighteen (18) years or older with a genuine interest in the affairs of the club (to the satisfaction of the Secretary in his/her absolute discretion).
 - c.
 - (i) all ordinary members described in Article 5, paragraph b., points (i), (ii), (iii), (iv), (v) must be financial and have paid the membership fees as determined each year at the Annual General Meeting which includes a parent or guardian of a player as in (b)(ii).
 - (ii) Membership falls due on the first day of December following the Annual General Meeting and closes on the thirty first day of July of the following year.
 - (iii) All registered senior players are deemed to be financial members.
 - d. In order to be eligible to vote at any relevant Meeting, an Ordinary Member must have complied with Cl.1(c)(i) for a minimum of 2 years prior to the relevant Meeting excepting any Ordinary Member who is a member of the Executive Committee.
2. The Secretary shall maintain a Register of all categories of Members.

6. MANAGEMENT

- 1. The affairs of the Club shall be under the control of the Executive Committee who shall have the power to elect or appoint Sub-Committees and to define their powers and responsibilities.
- 2. Unless otherwise expressly stated herein, any of the powers of the Executive Committee, conferred by this Constitution, may be delegated by the Executive Committee to a Sub-Committee appointed or elected by it.

7. THE EXECUTIVE COMMITTEE

- 1. Membership of the Executive Committee shall consist of the following Office bearers who shall be elected at the Annual General Meeting who shall hold office until the next succeeding Annual General

Meeting:

- (i) The President (who shall control all General and Executive meetings);
- (ii) Up to Four (4) Vice Presidents;
- (iii) The Secretary
- (iv) The Public Officer;
- (v) The Treasurer;
- (vi) The Assistant Secretary;
- (vii) Registrar
- (viii) Women's Players' Vice President(s) which shall be the Public Officer(s) of any of the Club's related Women's Associations Inc.
- (ix) The President, Secretary or Treasurer shall only be eligible for the Public Officer position.

8. THE POWERS & FUNCTION OF THE EXECUTIVE COMMITTEE

- 1. The Executive Committee exists to provide close deliberation on matters of policy and matters affecting the conduct and general running of the Club. The decisions of the Executive Committee must be submitted at the following General Meeting of Members for approval by vote.
- 2. Life Members of the Club may attend Executive Committee Meetings but have no deliberative vote at those Meetings.

9. ELECTION OF OFFICE BEARERS AND VACANCIES

- 1. The Office Bearers of the Executive Committee and Sub-Committees shall be elected at the Annual General Meeting and shall hold office until the date of the next Annual General Meeting at which they shall be eligible for re-election.
- 2. In the event of a vacancy occurring in any of the offices referred to in Clause 7 and Sub-Clause (3) of Clause (10) hereof between the date of one Annual General Meeting and the date of the next Annual

General Meeting, the Members of the Club shall elect a person to fill that vacancy as soon as possible after that vacancy occurs. Provided that such election shall not be held until the next meeting following such vacancy occurring.

3. A casual vacancy in the office of a member of any 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 Act 2001* of the Commonwealth, or
 - (d) resigns office by notice in writing given to the secretary, or
 - (e) is removed from office under *sub-clause 4*, or
 - (f) becomes a mentally incapacitated person, or
 - (g) is absent without the consent of the committee from 3 consecutive meetings of the committee, or
 - (h) is convicted of an offence involving fraud or dishonesty for which the maximum penalty on conviction is imprisonment for not less than 3 months, or
 - (i) is prohibited from being a director of a company under Part 2D.6 (Disqualification from managing corporations) of the Corporations Act 2001 of the Commonwealth.

4.
 - (a) The Club in general meeting may by resolution remove any member of a 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.
 - (b) If a member of a committee to whom a proposed resolution referred to in subclause (a) 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.

6.

5. No officer bearer is permitted to serve more than five (5) consecutive terms of office (in the same position) unless there are no other nominees for such position after the five (5) year term.

10. **SUB-COMMITTEES**

1. The Club may elect Sub-Committees at the Annual General Meeting with each Sub-Committee being controlled by a Chair Person, referred to as the Sub-Committee Chairman.
2. The Chairman of each Sub-Committee shall be elected at the Annual General Meeting.
3. The President and Secretary of the Club are Ex-Officio members of any Sub-committee.
4. The Chairman or his elect from each Sub-Committee should provide an account of the activities of his Committee at each General Meeting.

11. **GENERAL MEETINGS**

1. Meetings, open to all Members (as described in Article 5(b), paragraphs (i) to (v) are to be held at intervals of not longer than six (6) months and one (1) day from the prior meeting, or as required, commencing at a time nominated by the Executive Committee.
2. (i) Meetings may be held electronically using any appropriate platform.

(ii) Meetings shall take no longer than two (2) hours.
3. Each meeting shall be conducted with a minimum of ten (10) Members which shall constitute a quorum.
4. In the event of a quorum not being present, half an hour after the appointed commencement time, the meeting shall lapse.
5. The Secretary shall be responsible for advising the Members of the

date and time of all General Meetings any Special General Meeting and the Annual General Meeting. Such notification must be in writing and be made on the Club's official website or on social media platforms such as Facebook or Instagram or by the current email list of all members.

6. The Chair shall be taken by the President, in his absence a Vice President in the absence of any Vice President the Members shall elect a Chairman.
7. The order of business shall be:
 - (i) Opening Prayer;
 - (ii) Acceptance of apologies;
 - (iii) Reading and confirmation of the Minutes of previous meetings;
 - (iv) Business arising out of previous Minutes;
 - (v) Correspondence and action thereon;
 - (vi) Report from the Secretary;
 - (vii) Report from Executive Meetings;
 - (viii) The Treasurer's Report and acceptance of Accounts for Payment;
 - (ix) Reports of Sub-Committees;
 - (x) Reception of Notice of Motion(s);
 - (xi) Consideration of motion(s) of which due notice has been given;
 - (xii) General Business;
 - (xiii) Closing Prayer.
8. The Chairman may, with the consent of the Meeting, alter the order in which business of such Meeting shall be conducted.
9. Attendance at all Meetings must be recorded.

12. **EXECUTIVE MEETINGS**

- (i) Meetings are to be held bi-monthly or as required.

- (ii) Minutes must be kept and tabled at the following General Meeting excepting certain matters that may be excluded at the discretion of the Executive Committee.
- (iii) All tabled recommendations must be voted on by the General Committee for acceptance.
- (iv) Each meeting shall be conducted with a minimum of four (4) Members which shall constitute a quorum.
- (v) Meetings may be held electronically using any appropriate platform.

13. CHANGES TO CONSTITUTION

- 1. Amendments to the Constitution must be voted on at the Annual General Meeting or at a Special General Meeting called specifically for changes to the Constitution. All amendments must be in writing as a Notice of Motion duly proposed and seconded and displayed on the Club's website and in a prominent position in the clubhouse for a period of twenty-one (21) days prior to the meeting.
- 2. Changes to the Constitution must be carried by at least three quarters ($\frac{3}{4}$) of the votes cast by members present and entitled to vote at that meeting, provided that no less than twenty Members be in attendance at that Meeting.
- 3. If any such notice of motion is lost it shall not be re-submitted for consideration at a special General Meeting until after the expiration of two months from the date of the meeting at which it was last moved.

14. METHOD OF VOTING

- 1. On all questions voting shall be by show of hands or division unless a secret ballot shall be demanded before the question is put to the vote.
- 2. The Chairman's declaration as to the result of any vote shall be conclusive.
- 3. On all questions, the Chairman of the Meeting shall have a deliberative vote and, in the event of an equality of votes, also the

casting vote.

4. The Executive Committee may permit electronic voting when notice is given of the meeting, which shall then replace voting by a show of hands in Cl. 14.1.”

15. **CORRESPONDENCE**

All correspondence must be made on official Club letterhead and any contact, written or personal, on behalf of the Club must be first approved by the Secretary. All relevant correspondence must be presented at General Meetings.

16. **CONTROL OF ASSETS AND BOOKS**

1. Each item of expenditure met on behalf of the Club equal to or under the value of \$2,500 must be approved by the President or Secretary. Each item of expenditure over the value of \$2,500 must be approved by the General Committee.
2. The accounts of the Club shall be audited each year by a duly qualified person, who shall be appointed by the General Committee of members at the Annual General Meeting.
3. The funds of the Club shall be banked in an account or accounts in the name of the Club. Such account or accounts shall be operated upon only by any Members of the Executive Committee, two of whom must act jointly in relation to any such transaction.
4. The funds of the Club are to be derived from, but not limited to, playing registration fees, membership fees, sponsorship, bar and canteen operations and donations.
5. The Secretary, Treasurer or any other Member of the Executive Committee except as otherwise provided herein, must keep in his or her custody or control all records, books and documents relating to the Club.
6. The accounts, minutes and all records of the Club may now be kept electronically, which shall be kept for a minimum of five (5) years.

17. LIFE MEMBERSHIP

1. Nominations for election to Life Membership of the Club will close on the 30th June each year. A maximum of (2) life members can only be elected in any one year.
2. Nominations must be in writing, bear the signature of the proposer and seconder and be accompanied by a statement by the proposer and seconder as to the nominee's services to the Club.
3. Nominations are open to people who have contributed service to the Club for a minimum period of ten (10) years.
4. Notwithstanding the above qualifications, nomination is open to any person whom the nominator and seconder consider has contributed outstanding achievement and dedication to the Club.
5. Service to the Club is defined as working on behalf of the Club for the betterment of the Club and its players.
6. Submissions for nominations will be advised to the General Committee, at the first general meeting after June 30th of each year; by the Club Secretary who will furnish to the General Committee a report as to the correctness or otherwise of the statements accompanying such nomination.
7. Decisions concerning the acceptance or rejection of such properly lodged nominations will rest entirely with the Executive Committee.
8. The Proposer of any nomination may be invited to be in attendance at the Executive Committee meeting which deliberates on the nominations, to answer questions of the Executive Committee, concerning such nomination.
9. The proposer will have no vote at any such meeting of the Executive Committee.
10. The successful nominee or nominees are to receive a tailored blazer inscribed with the Club badge and words 'Life Member' or 'Honorary Life Member' and year appointed.

11. Presentation of this award is to be made at a time and place chosen by the Executive Committee in keeping with the prestige of the Award.
12. The Executive Committee may establish other appropriate awards from time to time as it sees fit including the criteria which apply to the award.

18. TRIPS

- 1 An end of season trip will be provided for players from our Under 16 year age group or other playing age group as determined by the Executive Committee.
 - a. The trip is to be funded by the players and parents concerned through money raising ventures throughout the season.
 - b. The personal contribution of players and parents will be an amount as set by the Executive Committee and approved by the General Committee each season.
 - c. The Club will provide a subsidy depending on the prevailing Club circumstances and the effort shown by the players in their organised fund raising.
 - d. The Club will set up a bank account entitled "DLSJRLFC INC. in trust for the Trip" or like name which will be used to facilitate the purposes of this clause. Such bank account is to be operated by one Executive Committee member and one adult nominated by the relevant team.
- 2 Trips for all other teams are to be organized independently by the respective team(s). No subsidy will be granted by the Club for these team(s) trips. The Club is to be informed however of the particulars of any such trip.

19. URGENCY-WAIVER

On any matter of urgency the Chairman may waive the requirement of notice provided for in Clause 13 (sub-clause 1) with the consent of at least three-fifths (3/5) of those present and eligible to vote.

20. PLAYING FEES

1. All playing fees including those fees set by the Junior League or Other League must be paid by all players and parents prior to the player playing his first competition match each season with the Club.
2. Exceptions under this clause can only be made by the Secretary or President and should cover cases of hardship or exceptional circumstances only.
3. Playing and Match fees are to be set each season by the Executive Committee and should take into account the total expenses of the Club.

21. SELECTION OF COACHES AND MANAGERS

1. Nominations for the position of team coaches must be in writing and addressed to the Secretary and received by the date nominated for such purpose on the Club's website.
2. Appointment of coaches is to be made by the Vice Presidents and a Coaching Chairperson if so appointed by the Executive Committee. Such persons may, at their discretion invite one other person for consultation purposes to attend at the selection meeting. The invitee's opinion may be sought, but that person will not record a vote.
3. Managers may be appointed by the team coach providing the nomination has been previously approved by the Club Executive.
4. In the case of a tied vote under this Clause 21, the President has the casting vote.
5. Interviews of coaches will be conducted, if necessary.

22. MEMBERS' LIABILITIES

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 *clause 5*.

23. RESOLUTION OF DISPUTES

- (a) A dispute between a member and another member (in their capacity as members) of the Club, or a dispute between a member or members and the Club, are to be referred to a community justice centre for mediation under the *Community Justice Centres Act 1983*.
- (b) If a dispute is not resolved by mediation within 3 months of the referral to a community justice centre, the dispute is to be referred to arbitration.
- (c) The *Commercial Arbitration Act 1984* applies to any such dispute referred to arbitration.

24. INSPECTION OF BOOKS ETC.

- (a) The following documents must be open to inspection, free of charge, by a member of the Club at any reasonable hour:
 - (i) records, books and other financial documents of the Club,
 - (ii) this constitution,
 - (iii) minutes of all committee meetings and general meetings of the Club.
- (b) A member of the Club may obtain a copy of any of the documents referred to in subclause (a) on payment of a fee of not more than \$1.00 for each page copied.

25. FINANCIAL YEAR

The financial year of the Club starts on the 1st October and concludes on the 30th September in the following year.

26. DELEGATES

1. Two (2) Delegates and two proxy delegates are to be appointed at the Annual General Meeting to represent the Club at meetings of the Junior League.
2. One of the delegates must be the Secretary.
3. The delegates must report to each general meeting re matters pertinent to the Club arising out of such Meetings.
4. Delegates and all members are encouraged to stand for election on the Executive Committee and sub-committees of the Junior League or Other League to ensure proper representation of the Club in the decisions of these bodies.
5. Delegates are directed to vote in accordance with the direction of the Club in matters affecting the Club's policy.

27. SPONSORSHIP

1. Sponsorship in general is allowed.
2. Sponsorship money or goods in lieu are to be controlled by the Executive Committee and dispersed according to the decision of the Executive Committee.
3. Sponsor Names on jerseys must be in accordance with the rules of the relevant Junior League or Other League and are permitted on the jerseys of all teams of the Club.
4. Suitability of sponsor names on jerseys will be left with the Executive Committee.

28. TEAM AWARDS

1. Premiership team members are to receive a jacket or tracksuit suitably inscribed.
2. The Club will supply the following annual awards for team U6 to A Grade:
 1. All players registered in non-competitive age groups up to

and including U8 will be presented with a trophy.

2. All other teams will be awarded three trophies which are to be awarded at the coach's/manager's discretion.

29. **CLUB AWARDS**

Notwithstanding the awards designated in Clause 28, the Club will confer the following individual awards:

1. Best and Fairest Player u12 to u16 - This award is for the player in teams Under 12 to Under 16 who has given the most outstanding contribution to his team in this age bracket.
2. Greatest Contribution to Club's Most Senior Team - For the person or player making the greatest contribution to a senior team in the Club.
3. The Life Member's Trophy - This award is for the player designated as the best and fairest player in our senior sides - U17, C Grade, B Grade and A Grade or such commonly known grades as the Junior League or Other League has in force from time to time.

All three mentioned awards will be awarded on the recommendation of the Executive Committee who shall have the power to rename any of the award.

30. **BROTHER DERMOTT FUND**

1. The Club may pay up to a maximum total sum of \$2,000 per playing year to assist any player or players family who suffer financial hardship and require funds to assist in payment of registration fees, playing clothing and all related playing expenses.
2. Nominations for payment from the Fund must be handed to the Secretary. Recipients of any payment will be decided by the Executive Committee in its absolute discretion.

31. **PICNIC AND PRESENTATION DINNER**

1. The Club will provide a combined Club picnic for all teams.

2. The Club will further provide a Players' Presentation Dinner each season at nominal cost to the players, coaches and managers of our designated senior teams.

32. HIRE OF CLUBHOUSE AND EQUIPMENT

The hire of the Clubhouse and Club equipment can only be approved by the Executive Committee or an officer designated by the Executive Committee. Fees and conditions imposed on the hirer are to be left to the Executive Committee or designated officer to determine.

33. DISCIPLINARY POWERS

1. The Executive Committee will have the power to cite or cause to appear before it any of the Club members who come under its jurisdiction against whom a complaint of conduct contrary to the policy or prejudicial to the interest or welfare of the Club has been laid.
2. After proper inquiry it may disqualify, suspend, or otherwise deal with such person and must report its decision to the General Committee.
3. Notification to the Junior League or Other League and Club concerned must be in accordance with their relevant Constitution.

34. WINDING UP

1. Subject to the Act and Regulations, in a winding up of the Club, the surplus property of the Club must be transferred to another organisation:
 - (a) with similar objects; and
 - (b) which is not carried on for the profit or gain of the Club's members.
2. In the clause "surplus property" has the meaning prescribed in s.65 of the Act.