

# **PEEL JUNIOR SOCCER ASSOCIATION (INC.)**

## **CONSTITUTION**

### **1.0 NAME:**

The name of the Association is Peel Junior Soccer Association (Inc.) hereinafter referred to as the 'Association',

### **2.0 OBJECTS:**

The objects of the Association are:

- 2.1 To promote and develop the playing of soccer in the Peel geographic region in accordance with the laws of the game.
- 2.2 To promote and hold interclub games within the Association, with other country associations and within the Junior Soccer Association of Western Australia.
- 2.3 To promote and develop social programs for junior and senior members.

### **3.0 POWERS OF THE ASSOCIATION:**

- 3.1. To acquire, hold, deal with, and dispose of any real or personal property;
- 3.2. To open and operate bank accounts;
- 3.3. To invest its money -
  - (i) in any security in which trust moneys may be invested; or
  - (ii) in any other manner authorised by the rules of the Association;
- 3.4 To borrow money upon such terms and conditions as the Association thinks fit;
- 3.5 To give such security, for the discharge of liabilities incurred by the Association as
- 3.6 To appoint agents to transact any business of the Association on its behalf; and
- 3.7 To enter into any other contract the Association considers necessary or desirable to achieve the objects of the Association.

### **4.0 MANAGEMENT COMMITTEE**

- 4.1. Management of the Association shall be vested in the Management Committee elected by the members at the Annual General Meeting and consisting of
  - 4.1.1 President

4.1.2 Vice President

4.1.3 Secretary

4.1.4 Treasurer

4.1.5 Four (4) Committee members

4.1.6 Club delegates representatives from affiliated clubs within the Peel geographic region, with no more than one representative from each affiliated member.

4.2 No person shall hold more than one position on the Management Committee at any one time. The term of office for each position shall be from the conclusion of one A.G.M. to the conclusion of the next A.G.M.

4.3 A quorum of the Management Committee shall be a half plus one.

4.4 If the President or Vice President is unable to attend, then a chairperson nominated by the meeting shall chair that meeting.

4.5 A member of the management committee may lose their seat on the committee or may lose their position for any of the following : three meetings without leave of absence, found not to be a financial member.

## **5.0 POWERS OF THE MANAGEMENT COMMITTEE.**

5.1 The Management Committee shall carry out the day to day running of the Association and shall have the power to:

5.1.1 administer the finances, appoint bankers, and direct the opening of banking accounts for specific purposes and to transfer funds from one account to another, and to close any such account;

5.1.2 fix the manner in which such banking accounts shall be operated upon, providing all payments are passed by the Management Committee;

5.1.3 fix fees and subscriptions payable by members and decide such levies, fines and charges as is deemed necessary and advisable, and to enforce payment thereof-,

5.1.4 adjudicate on all matters brought before it which in any way affect the Association.

5.1.5 make, amend and rescind rulings and By-laws;

5.1.6 have the power to form and appoint any sub committee/s as required for specific purposes;

5.1.7 may at their discretion employ a person or persons to carry out certain duties required by the Association at salaries or remunerations for such period of time, as may be deemed necessary.

5.1.8 should a vacancy occur on the Management Committee during the season, the Management Committee shall appoint a successor until the next Annual General Meeting.

5.1.9 appoint an officer/s or agent of the Management Committee to have custody of the Association's records, documents and securities.

## **6.0 MEMBERSHIP**

6.1 Membership shall be open to any person who wishes to further the interests of the Association.

6.2 Any person seeking membership shall make application to the Management Committee, and the Management Committee shall determine whether the application is successful or not. Applicants denied membership shall be advised in

6.3 each person admitted to membership shall be;

6.3.1 bound by the Constitution and By-laws of the Association.

6.3.2 become liable for such fees and subscriptions as may be fixed by the Association.

6.3.3 entitled to all advantages and privileges of membership as detailed in clause 6.4.

### **6.4 MEMBERSHIP CATEGORIES**

#### **6.4.1 ORDINARY MEMBER**

Any person who is a financial member of the Association is entitled to hold any office and enjoy the privileges of the Association

#### **6.4.2 JUNIOR MEMBER**

Any person under the age of 18 years may become a Junior Member. Such shall have no voting rights nor be entitled to hold any office.

#### **6.4.3 LIFE MEMBERSHIP**

Any member who has given outstanding service to the Association may be elected by the Management Committee as a Life Member. Any member may nominate a person to the Management Committee for consideration for Life Membership

#### **6.4.4 AFFILIATED CLUBS**

A club desirous of becoming an affiliated club or team must make application in accordance with the By-laws of the Association. Such application must be lodged the Management Committee of the Association. Affiliated clubs within the Peel geographic region may appoint or elect a delegate as their representative on the Management Committee (see 4.1.6).

#### **6.4.5 PATRON**

The Association may, at its discretion elect a patron/s or vice patron/s of the Association for such period or event as may be deemed necessary. Such patron/s or vice patron/s shall not be eligible to vote unless they are current members of the Association under another category of membership.

6.5 The Management Committee shall appoint a member of the Management

Committee to maintain an up to date register of members of the Association.

6.6 A member may at any reasonable time inspect the records and documents of the Association.

## **7.0 TERMINATION OF MEMBERSHIP**

7.1 Any person's membership may be terminated by the following events;

7.1.1 Resignation

7.1.2 False or inaccurate statements made in the member's application for membership of the Association, breach of any rule, regulation or By-law of the Association or commit any act detrimental to the Association.

7.2 The Management Committee shall have the power to suspend or expel any member of the Association for any of the events in Item 7.1.2 above.

7.3 Any member who is expelled, suspended or has their membership terminated shall

## **8.0 AUDITOR**

8.1 The Annual General Meeting shall elect or appoint an Auditor or Auditors.

8.2 The Auditor/s shall examine and audit all the books and accounts of the Association annually, and have the power to call for all books, papers, accounts, receipts etc. of the Association and report thereon to the Annual General Meeting.

## **9.0 GENERAL MEETINGS:**

9.1 Annual General Meeting

9.1.1 The Annual General Meeting of the Association must be held within two months of the end of the clubs financial year.

9.1.2 The Secretary shall give at least fourteen (14) days notice of the date of the Annual General Meeting, to members.

9.1.3 All financial members may attend the Annual General Meeting;

9.1.4 The quorum at the Annual General Meeting, shall be a minimum of 20 members. If at the end of 30 minutes after the time appointed in the notice for the opening of the Meeting there be no quorum the meeting shall stand and-adjourn for two weeks. If at such meeting there is no quorum those members present shall be competent to discharge the business of the meeting

9.1.5 The agenda for an Annual General Meeting shall be: Opening of Meeting Apologies; Confirmation of Minutes of previous Annual General Meeting; Presentation of Annual Report; Adoption of Annual Report; Presentation of Treasurer's statement; Election of New Management Committee and appointment of Auditor; Vote of Thanks

to outgoing Executive; Determination of Annual Membership Fee; Notice/s of Motion Closure.

## 9.2. General Meetings

9.2.1 General meetings may be called by the Management Committee or at the request of the President and Secretary or on the written request of 10 members of the Association.

9.2.2 The Secretary shall give at least seven (7) days notice, in writing, of the date of the General Meeting to the members. Notice of General Meetings shall set out clearly the business for which the meeting has been called. No other business shall be dealt with at that General Meeting.

9.2.3 The quorum at the General Meeting shall be a minimum of 20 members.

9.3 There shall be a minimum of one General Meeting and the Annual General Meeting per financial year.

## **10.0 VOTING:**

10.1 Voting powers at the Annual General Meeting and General Meetings:

10.1.1 The President shall be entitled to a deliberative vote and in the event of a tied vote, the President shall exercise a casting vote.

10.1.2 Each individual financial member present shall have one (1) vote.

10.1.3 Affiliated clubs or Associations are entitled to one (1) vote at the Annual General Meeting and at General Meetings.

10.2 Voting powers at Management Committee Meetings;

10.2.1 Each individual committee member present shall have one (1) vote.

10.2.2 The President shall be entitled to a deliberative vote, and in the event of a tied vote, the President shall exercise a casting vote.

## **11.0 FINANCE:**

11.1 All funds of the Association shall be deposited into the Association's accounts at such bank or recognised financial institution as the Management Committee may determine.

11.2 All accounts due by the Association shall be paid by cheque after having been passed for payment at the Management Committee Meeting and when immediate payment is necessary, account/s shall be paid and the action endorsed at the next Management Committee Meeting.

11.3 The Secretary shall not spend more than a set amount Petty Cash without the consent of the Management Committee and shall keep a record of such expenditure in a Petty Cash Book.

11.4 A statement showing the financial position of the Association shall be tabled at each Management Committee Meeting by the Treasurer.

11.5 A statement of Income and Expenditure, Assets and Liabilities shall be submitted to the Annual General Meeting. The auditor's report shall be attached to such financial report.

11.6 The financial year of the Association shall commence on 1 st November each year.

11.7 The signatories to the Association's account/s will be the Treasurer and any one (1) from the following;

President Vice President Secretary Treasurer

11.8 All property and income of the Association will apply solely to the promotion of the objects of the Association and no part of that property or income shall be paid or otherwise distributed, directly, or indirectly, to members, except in good faith in the promotion of these objects.

## **12.0 COMMON SEAL**

The common seal of the Association shall be kept in the care of the Secretary. The seal shall not be used or affixed to any deed or other document except pursuant to a resolution of the Management Committee and in the presence of at least the President and two members of the Committee, both of whom shall subscribe their names as witnesses.

## **13.0 ALTERATIONS TO THE CONSTITUTION AND BY-LAWS:**

13.1 No alteration, repeal or addition shall be made to the Constitution except at the Annual General Meeting, or General Meeting called for that purpose and notice of all motions to alter, repeal or add to the Constitution shall be given to members fourteen (14) days prior to the Annual General Meeting, or seven (7) days prior to a General Meeting called for such purpose. As well,

13.2 The Secretary shall forward such notices of motion to each Management Committee member at least fourteen (14) days prior to the Annual General Meeting or seven (7) days prior to a General Meeting.

13.3 Alterations to the By-laws can only be made at Management Committee Meetings provided notice of the proposed alterations has been duly notified to Committee Members.

13.4 Such motions or any part thereof shall be of no effect unless passed by a seventy five percent (75%) majority (Special Resolution) of those present and entitled to vote at the Annual General Meeting, General Meeting or Management Committee Meeting, as the case may be.

13.5 Within one month of the passing of a Special Resolution, the Secretary shall notify

## **14.0 DISSOLUTION:**

If, on the winding up of the Association, any property of the Association remains after satisfaction of the debts and liabilities of the Association and the costs, charges and expenses of that winding up, that property shall be distributed -

(a) to another association incorporated under the act; or

(b) for charitable purposes

which incorporated association or purposes, as the case requires shall be determined by resolution of the members when authorising and directing the committee under section 33

(3) of the Act to prepare a distribution plan for the distribution of the surplus property of the Association.