



GRANVILLE WARATAH SOCCER FOOTBALL CLUB Inc.

CONSTITUTION

Dec-2021

1	INTRODUCTION	2
2	OFFICE BEARERS-OFFICIALS OF THE CLUB.....	3
3	ELECTION AND APPOINTMENT OF OFFICIALS	5
4	DUTIES OF OFFICIALS	6
5	ADMINISTRATION	10
6	MEMBERSHIP	10
7	LIFE MEMBERSHIP	11
8	SUB-COMMITTEES	12
9	MEETINGS	12
10	DISPUTES, CITATIONS, PROTESTS AND-APPEALS	14
11	GENERAL	16
12	FEES	17
13	CONSTITUTION AND BY-LAWS	17
14	FINANCE	18
15	MEMBER'S LIABILITIES	18
16	SERVICE OF NOTICES	18
17	TRANSITIONAL ARRANGEMENTS.....	19
18	FUNDS - SOURCE.....	19
19	FUNDS - MANAGEMENT	19
20	DISTRIBUTION OF PROPERTY ON WINDING UP OF CLUB	19



1 INTRODUCTION

(a) NAME

The name of the Club shall be The Granville Waratah Soccer Football Club Inc. and herein after shall be referred to as the Club.

(b) AIMS AND OBJECTS

The aims of the Club shall be to foster, develop and create the highest possible standard of soccer football within the district, at all levels and to instigate and cater for, subject to prevailing conditions, any other sports or activities as may be proposed from time to time.

(c) AFFILIATION

The Club shall affiliate with any soccer football association and/or any other sporting body as determined by the Executive Committee at the commencement of each playing season and shall adopt the laws of the game and any other decisions; interpretations and amendments thereof approved by that controlling body.

(d) ABBREVIATIONS

Where the following abbreviations appear throughout this Constitution, they shall have meanings as set out hereunder:

- (i) E.C - Executive Committee comprising the elected President, Secretary and Treasurer.
- (ii) M.C. Management Committee comprising the elected officials of the Club as set out in paragraph 2 (a).
- (iii) G. C. - General Committee comprising the M.C. and two representatives of each team registered with the club. Unless otherwise determined by the team or according to by-laws, the coach and manager of a team will be the representatives of that team.
- (iv) G. M. - General Meeting comprising all members of the Club.
- (v) S.G.M.- Special general Meeting comprising all or any of the above-mentioned persons, called to consider a Special Resolution
- (vi) A.G M.- Annual General Meeting comprising all or any of above-mentioned persons.
- (vii) The ACT The Associations Incorporation Act 2009 (NSW) and any regulations thereof, or its successor under the laws of the State of NSW, as the legal basis for the club.
- (viii) Special Resolution A resolution under the ACT which must be considered by a S.G.M



Granville Waratah Soccer Football Club Inc. – Constitution 2021

- (ix) Season The period covering the current year's winter football season, extending from January 1st to December 31st.

(e) COLOURS

The Club colours (for soccer only) shall be as follows:

Shirts — Royal Blue and Gold vertical stripes.

Shorts — Royal Blue with Gold stripe on the sides.

Socks — Gold with two Royal Blue bands at the top.

The Club colours for any other sport or activity sponsored by the Club shall be Royal Blue and Gold wherever possible, but will be determined by the availability of this combination being accepted by the controlling body of said sport or activity.

The M.C may select an alternative colour shirt to be worn when needed to avoid clashes, as consistent as possible with the main colour above.

(f) YEAR

For the purpose of this Constitution "YEAR" unless the context otherwise indicates shall mean the period from 1st January to and including 31st December, in any one year.

2 OFFICE BEARERS-OFFICIALS OF THE CLUB

(a) The officials of the club shall be:

President, Vice-President, Secretary, Registrar, Treasurer, Equipment Officer, Mini-Games Coordinator, Canteen Manager, and Marketing Officer, all of whom shall constitute the M.C. of the Club, to be elected to hold office until the succeeding A.G.M.

(b) HOLDING OFFICE

Except as otherwise provided, officials and elected office bearers of the Club shall hold office during the year they are appointed until the Succeeding A.G.M. and shall be eligible for re-election at the succeeding A.G.M.

(c) CONDUCT

Any official or member of the Club deemed guilty of conduct considered prejudicial to the interest of the Club may be removed from office or membership by a simple majority vote of the E.C. at a special meeting called for such purpose.

An application to dismiss or discipline any officer or member must be forwarded to the Secretary, in writing within 30 days of incident leading to application. Where the application is against the Secretary, the same application must be forwarded to either the President or Treasurer.

By-laws may enact a code of conduct or incorporate an affiliated body's equivalent document by reference, against which the conduct will be considered. If no such by-law has been passed, the equivalent document of the main body to which the



Granville Waratah Soccer Football Club Inc. – Constitution 2021

club is affiliated or was last affiliated, under clause 1(c), shall be referenced.
The E.C may impose penalties it deems appropriate.

(d) RESIGNATION

Any official or elected member of the Club wishing to resign his/her position may do so by giving written notice of his/her intention to the Secretary.

(e) ABSENTEE

Should any official or elected member absent himself/herself without reasonable excuse from three (3) consecutive meetings, the Secretary shall report to the President, who may declare the office vacant in their sole desecration.

(f) Powers of the Executive Committee.

Subject to the Act and this constitution and to any resolution passed by the Club in general meeting, the committee:

- (1) is to control and manage the affairs of the Club, and
- (2) may exercise all such functions as may be exercised by the Club, other than those functions that are required by this constitution to be exercised by the M.C., G.C. or a G.M.
- (3) 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.

(g) Vacancy (including temporary) on the EC

If a position on the E.C. is vacant for more than 2 weeks, including a temporary vacancy, members of the M.C. shall temporarily be considered E.C. members (if willing) in the following priority order – Vice President, Registrar, Mini-Games coordinator, Equipment Officer, Canteen Manager, Marketing Officer such that the E.C. consists always consists of 3 actual persons willing to act in that role.

(h) Externally imposed suspension or invalidity to hold office of M.C. member.

If the club is properly notified by an affiliated body or legal authority that an E.C. or M.C. member no longer able to undertake their E.C. or M.C. role with the club, or is suspended from undertaking that role with the club, or of a finding or determination that likewise prevents them undertaking their duties, then:

1. If this takes the form of a suspension that is less than or equal to 90 days in duration, then the member shall be suspended from the relevant club activities for that period. (This shall be considered a temporary vacancy under clause 3(i) and if an E.C. role, 2(g))



Granville Waratah Soccer Football Club Inc. – Constitution 2021

2. If the suspension is for more than 90 days but an appeals process is underway, then the member shall be suspended from the relevant club activities until the appeals process completes and this action will be reconsidered upon the completion of the appeals process. (This shall be considered a temporary vacancy under clause 3(i) and if an E.C. role, 2(g))
3. If the suspension is for more than 90 days and the appeals process is complete, the M.C. can meet to consider the case within one week of being notified in writing. Unless the M.C. determines another path is possible within that time, the person shall be considered to have been relieved of the relevant roles in the club and those roles will be considered vacant.
4. If the A.G.M. falls within such a suspension period, then their appointment ends at the A.G.M. as normal (and subject to clause 3(a) they may not be able stand for election at the A.G.M.)

Nothing in this clause prevents the E.C. taking its own action under 2(c).

3 ELECTION AND APPOINTMENT OF OFFICIALS

(a) ELIGIBILITY

Eligibility for election as an official of the Club shall be open to all those persons who are able to vote pursuant to this constitution, provided said person was eligible to vote at the previous A.G.M. and provided such person affirms they are not suspended by any football authority, are not un-financial with any football body or otherwise ineligible or unable to perform the role.

(b) NOMINATIONS

Applications for nominations can be made in Writing to the Secretary.

Nominations may also be made verbally at the A.G.M. provided said nominee is present whom such nomination is made.

All nominations must be seconded by a second member of the club, and must be accepted by the nominee.

(c) ELECTION

The election of officials shall be made and take place at each A.G.M.

(d) DUAL NOMINATION

In the event of two or more nominations being received for one position, election shall be made by means of a secret ballot and the filling of the position shall be based on a simple majority of votes.

(e) FAILURE TO ELECT

In the event of failure to fill any positions at the A.G.M. the positions shall be



Granville Waratah Soccer Football Club Inc. – Constitution 2021

advertised and endeavoured to be filled at each subsequent E.C meeting until it or they have been filled, subject to clause 3(g) below.

(f) VACANCY

In the event of any vacancy due to resignation, dismissal, etc., of any official, the vacancy shall be advertised and endeavoured to be filled at each subsequent E,C meeting until it or they have been filled, subject to clause 3(g) below.

(g) Qualification for Casual Vacancy

Subject to having been advertised for at least 7 days, the E.C. may appoint to any Casual Vacancy under clause (e) and (f) above; any adult person they deem fit, provided such person affirms they are not suspended by any football authority, are not un-financial with any football body or otherwise ineligible or unable to perform the role

(h) Provisional Appointment

The election or appointment of a person to the M.C. is provisional until the person satisfies the E.C. that they have passed any checks required by any applicable Law; bodies with which the Club is affiliated; or as required by a Club By-Law current at the time of the election or appointment. If any such Check is not completed, not completed promptly, or the person fails the check, the Secretary shall report to the President, who may declare the office vacant.

(i) Assigning M.C. roles during Vacancies (including temporary vacancies)

If a M.C. role becomes Vacant, is not filled at an A.G.M. or the holder is unable to fill that role for a period of between 1 and 3 months, then the E.C. may assign that role to another member or members of the M.C. The M.C. may also assign the role to a non M.C. member with the understanding that the person reports to a specified member of the M.C. and that the responsibility continues to reside in the M.C. This assignment will lapse if withdrawn by the M.C., if a person is correctly appointed to the relevant M.C. position (under clause 3(f)) or otherwise will lapse at the next A.G.M.

(j) Term limits

There is no limit to the number of terms a M.C. member can be elected to.

4 DUTIES OF OFFICIALS

(a) PRESIDENT

The President shall be Chairperson at all Club meetings. The President shall conduct all such meetings according to the rules of the Club and maintain order and control of same. The President shall have a casting vote only at all meetings. The President shall be responsible to see that all Club officials carry out their duties in



Granville Waratah Soccer Football Club Inc. – Constitution 2021

accordance with the Club Constitution. The President shall lead the Club in matters relating to policy.

(b) VICE-PRESIDENT

The Vice-President shall assist the President at meetings and shall act as Chairperson in the absence of the President. When acting as Chairperson, the Vice-President shall have a casting vote only, at all other times; the Vice-President shall have a deliberate vote.

(c) SECRETARY

1. To keep a complete record of all Club business including minutes of all meetings conducted by the Club. This record shall be recorded in a secure on-line system selected by the E.C. and able to be accessed by all members of the E.C. The record shall be available for inspection by members of the M.C. at their request.
2. To pay all monies received to the Treasurer.
3. To negotiate the normal business of the Club as may be seen fit without necessary direction from the Club, but at all times they shall endeavour to transact business which will be to the benefit; and not to the detriment of the Club
4. To perform the duties of the “Public Officer” of the Club, under the ACT and ensure the Club is kept in compliance with the requirements of the ACT.
5. To ensure the minutes of E.C, M.C., G.C. and G.M. meetings are promptly made available to club members.
6. Arrange team matches and/or competitions that may be accepted/approved by the M.C.
7. To notify affiliated bodies of results as required
8. To deal with notifications required by changes to the competition, as required.

(d) REGISTRAR

The Registrar shall, whenever and wherever possible, assist the Secretary when called upon to do. He/she shall also keep a complete register of all players and accredited members of the Club.

For this clause, a registry recorded in a electronic system, including that of an affiliated body, shall be considered satisfactory for the players and members so recorded and as long as a paper listing thereof can be produced when required.

The Registrar shall ensure that each G.M. can access a list of members eligible to vote at said G.M.

(e) TREASURER

1. To receive all monies and receipt same.
2. To prepare a financial statement when required.



Granville Waratah Soccer Football Club Inc. – Constitution 2021

3. To prepare for the A.G.M i) A balance sheet; ii) A profit and loss statement; iii) A document describing any unusual translations or particular transactions of concern; and, iv) A statement about the treasurer's belief on the ability of the club to pay its bills for the coming year. The financial year for these statements will start from the first of October each year.
4. To keep a complete record of all monetary transactions of the Club.
5. To pay all accounts submitted to and passed by a M.C. meeting either explicitly or incurred as part of on-going arrangements entered into by the M.C.
6. The Club shall have a transaction account, such account to be operated by either two or three signatures of the President, Secretary, and Treasurer. In the event of Secretary/Treasurer being a dual position, the third signature shall be that of the Registrar.
7. The M.C. shall at least once a year authorize the process for the Treasurer or (potentially) other M.C. members to spend club funds, covering which bills can be paid on receipt or on ordering of supplies, which bills require approval and by whom. The spending of club funds requires a clear purpose for the benefit of the club and any spending of club funds on items which do not have the authorisation of the M.C. shall be deemed an offence against the constitution subject to possible discipline procedures and orders for reimbursement of the club.

(f) EQUIPMENT OFFICER

1. To issue shirts and balls to each team manager or coach at the appropriate time and to obtain from each manager or coach a signed receipt for same.
2. To ensure that equipment issued is returned no later than two weeks after each team has concluded its commitment for a particular season. In the event of any problems the details are to be immediately reported to the M.C.
3. To submit to the M.C. a report on the condition of equipment at the end of each season to enable early action to be taken for replacement where necessary.
4. To be responsible for the storage of equipment during the off-season.

(g) MINI-GAMES COORDINATOR

1. Shall be responsible for coordinating the club's younger teams, up to an age group determined by the M.C, as required.
2. Shall support the coaches and managers of such teams and assist them in gaining access to appropriate training, equipment and any required information

(h) CANTEEN MANAGER

1. Determines the required canteen inventory.
2. Purchases inventory for the canteen as required and subject to the financial



Granville Waratah Soccer Football Club Inc. – Constitution 2021

management requirements of the club.

3. Performs Stocktakes of canteen inventory as required.
4. Ensures the canteen and canteen staff appropriate food safety standards.
5. Manages canteen utensils and equipment
6. Ensures the canteen is cleaned appropriately.
7. Working in conjunction with the secretary, forms a roster of volunteers to work in the canteen, as required.
8. Ensures canteen funds are correctly collected, accounted for and provided to the treasurer for banking.

(i) MARKETING OFFICER

Shall be responsible for positively promoting the club on the platforms of social media, print media; and other medias as directed by the E.C.

(j) MANAGERS AND COACHES:

1. To carry out the various duties as required by the By-Laws of the Club controlling the sporting activity in which the Club is participating.
2. To abide by said By-Laws and the rules of the Club as set out in this Constitution.
3. To assist the Club whenever possible by carrying out, as far as practicable, any specific duties allocated to the team/s which they control.

(k) GENERAL

In addition to the above, officials are also required to carry out any other duties as directed or endorsed by the E.C. or the M.C. from time to time.



5 ADMINISTRATION

- (a) The day-to-day operations of the Club shall be administered by the M.C.
- (b) The M.C. shall govern and control the Club and shall judiciously transact the business of the Club without fear or favour.
- (c) The M.C. shall receive any suggestions, proposals, or ideas from members at any time and shall be duty bound to fully discuss such matters.
- (d) To further the administration of the Club, any positions found necessary to be formed for the betterment of the Club, may be established by majority vote of the M.C. and ratified at the following A.G.M

6 MEMBERSHIP

- (a) Subject to clauses (f) and (g), below, all players registered to play for the club in the current season shall be deemed to be members of the club from the payment of their player registration fee in full until the 31st December of that year, or the A.G.M. for that year, whichever is the later. The M.C may reject the registration of a player if it is deemed in the best interests of the club.
- (b) Subject to clauses (f) and (g), below, all M.C. members shall be deemed to be members of the club from their election/appointment until end of the following A.G.M.
- (c) Subject to clauses (f) and (g), below, all G.C. members shall be deemed to be members of the club from their appointment the end of the next A.G.M.
- (d) Subject to clauses (f) and (g), below, all team coaches and managers shall be deemed to be members of the club from their appointment until the 31st December of that year, or the A.G.M. for that year, whichever is the later.
- (e) Subject to clauses (f), (g) and (j), below, any other natural person of 18 years of age or older, may join the club on payment of a membership fee determined by the M.C and subject to the approval of the M.C. Such membership shall expire on the first day of registration for the next soccer-football season or as otherwise determined by the M.C.
- (f) The M.C. may determine at its discretion, a member application process to be completed for each membership type and shall ensure this is compatible with bodies to which the club is affiliated.
- (g) A person ceases to be a member of the club if the person dies, resigns their membership or is removed from the club under sections 2(c), 10 or 12. A player who requests deregistration as a player will be considered to have resigned their membership if they a not a member under any other clause.



Granville Waratah Soccer Football Club Inc. – Constitution 2021

- (h) All Adult (18 years or older at the time of the meeting) members, shall be entitled one (1) vote to each motion put by the Chairman at a G.M. provided they have been a financial member for at least 90 days prior to the calling of the meeting
- (i) All Child (under 18 years of age) members may be represented at club meetings by a parent or legal guardian. A parent or legal guardian of a child member is eligible to one vote only at a G.M. if all their children who are members are financial and at least one has been a financial member for at least 90 days prior to the calling of the meeting. Child members themselves may not vote at a G.M. or be elected or appointed to the M.C. There shall be only one vote available at each meeting per family under this clause regardless of the number of child members.
- (j) Those enrolled in any short program run by the club (less than 12 weeks) are not, due to that enrolment alone, considered a member of the club. They may have membership via other clauses above.

7 LIFE MEMBERSHIP

- (a) A Life Membership may be bestowed on any accredited Club member who has served a period of ten (10) years or more on the E.C. or the M.C. or a combination of both.
- (b) The person eligible must be nominated by the M.C and the said membership will subject to a confirmation vote at the next G.M.
- (c) As a Life Membership is the greatest honour the Club can bestow upon a member, it is never under any circumstances, to be given lightly or without deliberation.
- (d) The E.C. may enact By-Laws to facilitate alternative qualifications for life membership as long as they do not depreciate the qualifications under (a) above.
- (e) A “Life Member” who is financial with the club (see clause 12) has full rights under this constitution as a member.
- (f) A “Life Member” who wishes to play or coach must correctly register separately in those roles and pay the required fees determined by the E.C.



8 SUB-COMMITTEES

- (a) The M.C. shall have the sole power to form any and every Sub-Committee found necessary to so form. The number and purpose of any Sub-Committee formed shall be at the discretion of the M.C.
- (b) All M.C. members shall be ex-officio members of any Sub-Committee formed.
- (c) All Sub-Committee so formed shall be required to meet as often as is necessary to conduct the business of said Sub-Committee in a satisfactory manner to the Club.
- (d) Any Sub-Committee formed shall be under the control of a member of the M.C. appointed by the M.C.
- (e) All Sub-Committees, shall, at their initial meeting, elect one member who shall act as Convenor-Recorder. This duly elected member shall be responsible for furnishing a report of all meetings of the Sub-Committee to the M.C.
- (f) All such Sub-Committee and members shall be under the control of the M.C. who shall have the power to dismiss any member or add to the original number if necessary.
- (g) The M.C. may, at any time, declare void any Sub-Committee, but this action will not declare void the members of the Sub-Committee.
- (h) The duties of all Sub-Committees so formed by the M.C. shall be fully explained by the M.C. at the first meeting of said Sub-Committee.
- (i) All Sub-Committees formed by the M.C. shall be required to keep complete and precise minutes of meetings and shall be required to keep a complete and precise record of all finances and shall when requested by the M.C., present a detailed and accurate balance sheet. All monies raised shall become the property of the Club.

9 MEETINGS

- (a) E.C. - may meet, at its discretion, at infrequent periods. The quorum shall be more than 50% of the current members. The day-to-day business of the E.C may also be conducted by electronic means.
- (b) M.C. — shall meet at the discretion of the E.C. The quorum shall be more than 50% of members.
- (c) G.C. — shall meet at the discretion of the E.C. The quorum shall be more than 33% of members.



Granville Waratah Soccer Football Club Inc. – Constitution 2021

- (d) A member can vote a club general meeting by proxy, however a member is only entitled to their own vote plus two votes by proxy. A proxy vote will only be considered valid if the secretary has received the written proxy prior to scheduled commencement of the meeting.
- (d2) The E.C. may allow members to attend meetings via electronic means. For an A.G.M. or S.G.M. held with electronic attendance allowed, an appropriate means for anonymous secure voting shall be selected in advance by the E.C.
- (e) S.G.M – 1. A special resolution is required to change the name, objectives or constitution of the club, merge or wind up the club, and for any other reason specified under the Act as requiring a special resolution. A special resolution may only be considered at a S.G.M called by the E.C subject to clause 13b.
2. When it is found necessary to call a S.G.M. all members shall be given at least Twenty-One (21) days notice of the purpose, time, date and place of said S.G.M. including details of motions to be put.
3. At any S.G.M. called, the business relating to the calling of said S.G.M shall be the only business discussed at S.G.M.
4. When a S.G.M. has been called for a time and date prior to any other meeting, such meeting may be conducted at cessation of S.G.M.
5. Only those members who are financial with the club and have been members and financial for at least sixty (90) days prior to the *calling* of the meeting shall be entitled to a vote at a S.G.M.
6. Only those who attend the S.G.M or indicate a directed vote by proxy are permitted to vote at an S.G.M.
7. In order to achieve a quorum, the following is required:
- a) In person or by written proxy shall be the same number of persons as the number required for a quorum of the G.C; and
- b) Members from at least 40% of the teams as at round one of the season.
8. A special resolution may only be passed by the Club in accordance with section 39 of the Act and by at least a three-quarters majority of members present in person or by proxy.
9. On passing of a special resolution, the Secretary will submit the notifications required under the Act within (twenty-eight) 28 days of the passing of the resolution. As per section 10 of the Act, special resolutions do not take effect until registered by such notifications. The Secretary shall notify the E.C. that such notification has taken place.



Granville Waratah Soccer Football Club Inc. – Constitution 2021

- (f) A.G.M. –
1. The A.G.M of the Club shall be held no later than 31st January each year as determined by the M.C.
 2. All members shall be given at least Fourteen (14) days notice of the time, date and place of said A.G.M.
 3. The Annual Financial Report and Balance Sheet shall be presented at the A.G.M.
 4. The quorum shall be the members present or by written proxy.
 5. Only those members who are financial with the club and have been members and financial for at least sixty (90) days prior to the calling of the meeting shall be entitled to a vote at an A.G.M.
 6. The outgoing Secretary shall record the minutes of the A.G.M. If they are not present, then the outgoing President shall appoint a minute taker.
 7. All agenda items must be submitted in writing to the Secretary at least 7 days before the meeting date. The E.C has the discretion to approve the agenda.
- (g) In the event of any meeting above not having a quorum, the quorum for the next such meeting will be the members present. For an S.G.M, this applies only to a reconsideration of the same resolution.
- (h) If neither the President nor Vice President is in attendance at a meeting they have been notified of, then the M.C. may appoint another M.C. member to act as chairperson of that meeting.

10 DISPUTES, CITATIONS, PROTESTS AND-APPEALS

(a) DISPUTES, CITATIONS AND PROTESTES:

1. All disputes, citations and protests shall be heard and determined by the E.C.
2. The E.C shall cause notice to be served on all persons cited to appear. Such notice shall give the person at least seven (7) days notice within which to make submissions to the committee in connection with the complaint and the E.C. must take into consideration any submissions made by the member in connection with the complaint
3. Any member of the Club may report, either in writing or verbally, to the E.C. any misconduct of any person at any game, event or function of the Club. However, such report shall be treated as a report only and any instructions to appear before the E.C. shall only be issued under the direction of the E.C.
4. It shall also be, that any player of any team sent from the field of play in any match under the direction of Granville Waratah, shall, at the discretion of the E.C, be cited to appear before the E.C. at its next meeting.



Granville Waratah Soccer Football Club Inc. – Constitution 2021

5. Notwithstanding this, it shall be incumbent upon the manager and/or coach of the team of which such player or players is/ are a member/s to report immediately such player or players to a member of the E.C. Should the player or players be aged under 18 years of age, a parent or guardian may appear on their behalf, with or without the player in attendance.
6. The E.C. reserves the right to impose any such penalties or disqualification as it deems fit, in addition to any which may have been imposed upon such player from any other authority
7. Any member, playing or non-playing, so cited to appear before the E.C. and failing to respond without good reason, as determined by the E.C, by the specified time, has waived his or her right to appeal the decisions of the E.C on the matter.
8. The member shall be given the opportunity to present oral explanation in addition to any previously submitted written explanation.
9. In addition to the parent/guardian if a child member, the member may be accompanied by one (1) other person of their choosing.
10. As soon as practicable after the E.C. meeting at which such matter is determined, the Secretary shall give written notice to the Member of the E.C. resolution and, if appropriate, of his right to appeal against the E.C. resolution.

(b) APPEALS

1. Any member upon whom the E.C has passed judgment is entitled to an appeal.
2. All appeals against said judgement imposed by the E.C must be lodged in writing to the Secretary within seven (7) days of notification to the person. The appeal notification must state the grounds for the appeal and relevant facts and arguments to support that reason. The following are the acceptable grounds for an appeal:
 - (a) The party was not afforded a reasonable opportunity to present its case.
 - (b) The decision of the E.C. was affected by actual bias
 - (c) The decision was not reasonably open to the E.C having regard to the evidence before the E.C.
 - (d) The sanction was excessive
3. All appeals must be heard by an Appeal Panel of 3 persons convened by the M.C. from the members of the G.C. for such purpose within 7 days or as soon as practicable after the appeal is submitted to the Secretary. This Appeal Panel must not include members of the M.C.
4. Any member, who lodges an appeal, may produce any written evidence or witnesses, as the member deems suitable.
5. In addition to the parent/guardian if a child member, the person may be



Granville Waratah Soccer Football Club Inc. – Constitution 2021

accompanied by one (1) other person.

6. If the M.C. is unable to raise an Appeal Panel from members of the G.C. in a reasonable time period to hear the appeal, the M.C. will solicit an independent Appeal Panel of at least three persons to hear the appeal in place of members of the G.C.
7. The Appeal Panel may uphold or overturn the judgment of the E.C. and may reduce, increase or otherwise modify any sanction imposed
8. The decision of the Appeal Panel may itself be appealed, by the member or the Club, to the appeals process of the body to which the Club is affiliated with under clause 1(c) of this constitution. Where the member is appealing the decision of the Appeal Panel, the member shall be responsible (in advance) for any fees of said appeals process payable by the Club. If the result of the appeals process is the substantial overturning of the Appeal Panel decision, the club shall promptly reimburse the member for fees of the appeal that would normally be payable by the club.

11 GENERAL

(a) AUDITORS

1. The Club at each A.G.M. shall appoint an Auditor who shall be a registered or Chartered accountant.
2. The Auditor shall vouch for the accuracy of the balance sheet, and the statement of Income and Expenditure as presented at the A.G.M. by the treasurer.
3. The Auditor may conduct any financial investigations required by the E.C.

(b) TRUSTEES

1. The Trustees shall be appointed at the A.G.M.
2. The number of Trustees appointed each year shall be no less than two (2) and no more than three (3)
3. The desirable requirements of a Trustee shall be:
 - (a) A member of the Club.
 - (b) Have had a long record of service to the Club.
 - (c) Be at the time of his appointment keenly active in the general workings of the Club.
4. The duties of the Trustees shall be to ensure that the Club is controlled in full accordance with the Constitution and By-Laws of the Club. They shall at all times protect the interest of all Club members.



12 FEES

- (a) All fees payable within the Club, shall be set annually by the E.C. at such a time to ensure that sufficient notice is received by the payee of said fees, to enable said person to meet the date set on payment of same.
- (b) Any member who fails to pay same within this period or as extended by the E.C. shall be classed as un-financial and shall forfeit all rights within the Club.
- (c) Any member who fails to return club property when requested by the E.C. shall be deemed to be un-financial and will forfeit all rights within the Club until such property is returned or the club is reimbursed for the property.

13 CONSTITUTION AND BY-LAWS

(a) CONSTITUTION

All members of the Club, together with all other persons participating within the Club, under the rules of the Club, shall be entitled to a copy of this Constitution and shall be deemed to have made themselves acquainted with all sections of same.

Copies of this Constitution shall be available upon demand from the Secretary or alternatively via electronic means.

(b) SPECIAL RESOLUTIONS

- 1. To alter or change any section of the Constitution or submit any other Special Resolution for consideration by the Club, an application setting out the reasons for such change/resolution and the section to be included in place thereof, must, be forwarded to the Secretary in Writing.
- 2. The proposed resolution must be moved and signed by one member and seconded and signed by (10) ten other members, all of who have been members for at least ninety (90) days prior to submission of the resolution and include representation from at least 30% of the teams as of round one of the season. Proposed resolutions may also be submitted directly by the E.C.
- 3. Upon receipt of such written application, the E.C. shall, within 14 days, consider if the change is consistent with the requirements of the Act. If so, the Secretary shall call a S.G.M to hear same.
- 4. The S.G.M may modify the proposed changes only to ensure the changes reflect the clear intent of the proposal and these changes must have approval of the member who submitted the motion before it is voted on.
- 5. If the E.C. deems a proposed change does not meet the requirements of the Act, its decision may be appealed to under clause 10(b) of this constitution.

(c) BY-LAWS

- 1. The E.C. may create/alter/delete By-Laws consistent with this Constitution to



Granville Waratah Soccer Football Club Inc. – Constitution 2021

facilitate the good running of the club. By-Laws shall take effect after being advertised to members, or later if so indicated in the By-Law.

2. The E.C must submit all new By-laws and any changes to By-Laws it has revolved, to the next G.C. meeting for ratification. The G.C. may accept or reject such changes. If new By-Laws are rejected by the G.C., the G.C. will determine if any decisions already made under the By-Law is to stand or be overturned.
3. If said rule or By-Law, when made, states that it is to operate for a specific season only, then said rule or By-Law, will automatically lapse at the end of that season.

14 FINANCE

- (a) Financial remuneration, to be paid or otherwise, whether by salary, percentage, bonus, honoraria, out of pocket expenses for services rendered directly to the promotion of the Club shall be determined at the A.G.M.
- (b) All modes of raising finance, under the Club name, must be sanctioned by the E.C. and all monies raised shall become the property of the Club.
- (c) The conduct of otherwise of an insurance scheme shall be determined by the M.C.

15 MEMBER'S 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 12.

16 SERVICE OF NOTICES

- (1) For the purpose of this constitution, 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.
- (2) For the purpose of this constitution, 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.



Granville Waratah Soccer Football Club Inc. – Constitution 2021

- (3) It is the responsibility of each member to ensure the Club has the correct details for delivery of notices
- (a) As specified annually on their membership application or player registration documentation:
 - (b) By notifying the Secretary or Registrar of any changes.
- (4) The serving of notices for the calling of a G.M, may be served by an electronic means easily accessible to all members and normally used for general and public communications with members.

17 TRANSITIONAL ARRANGEMENTS

Any person who at as of 1st August 2015, would have been considered a member of the Club if the updated 2015 constitution had been in place at that point, is considered a member under the updated 2015 constitution.

18 FUNDS - SOURCE

- (1) The funds of the club are to be derived from membership fees, donations, sponsorships, sales of incidental goods, and, subject to any resolution passed by M.C, any other sources that the M.C. determines.
- (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 or other authorised deposit-taking institution account. A transaction fee imposed by an external processing system is not considered a deduction under this clause.

19 FUNDS - MANAGEMENT

Subject to any resolution passed by the M.C. club, the funds of the club are to be used solely in pursuance of the objects of the club in the manner that the committee determines.

20 DISTRIBUTION OF PROPERTY ON WINDING UP OF CLUB

- (1) Subject to the Act and the Regulations, in a winding up of the club, any surplus property of the club is to be transferred to another organisation determined by the E.C. with similar objects and which is not carried on for the profit or gain of its individual members.
- (2) In this clause, a reference to the surplus property of an club is a reference to that property of the club remaining after satisfaction of the debts and liabilities of the club and the costs, charges, and expenses of the winding up of the club.