

THE UNIVERSITY OF NEW SOUTH WALES HOCKEY CLUB CONSTITUTION

1. NAME

The name shall be "The University of New South Wales Hockey Club".

2. INTERPRETATION

In this Constitution, and in all Club By-Laws made hereunder, the following words and expressions shall have the meanings hereby assigned to them (except where or to the extent that the contrary indication appears), that is to say:

- (a) "Club" shall mean the Club as constituted under this Constitution.
- (b) "Committee" shall mean the Committee of the Club as constituted under this Constitution.
- (c) "Executive" shall mean the Executive of the Club as constituted under this Constitution.
- (d) "Member" shall mean a member of the Club.
- (e) "UNSW Sport and Recreation " shall mean "The University of New South Wales Sport and Recreation."
- (f) "Student" shall mean an undergraduate, postgraduate, qualifying or miscellaneous student enrolled at the University.
- (g) "University" shall mean "The University of New South Wales".

3. OBJECTS AND POWERS

- (a) The objects of the Club shall be to encourage, establish, foster, promote, develop, extend, and control the sport and/or recreation of Hockey on an amateur basis within the University and to affiliate with bodies outside the University which have similar objects.
- (b) The Club shall have the power only to carry out the objects of this Constitution in such a way as provided by the Constitution and By-Laws of UNSW Sport and Recreation.

4. MEMBERSHIP

(a) All members of the Sports Association shall be eligible for membership of the Club. In addition to those memberships allowed by the Sports Association there shall be three additional membership categories

(i) Junior Membership:

1) Junior Members are members of the club who are under 17 years of age.

II) Only members of the Sports Association are eligible for Junior Membership of the club. Junior Membership are usually players.

III) Junior Members are neither entitled to vote at general meetings of the Club, nor be office bearers.

(ii) Honorary Membership:

I) Honorary Membership to the club is automatically granted to non playing committee members and other office bearers. Such membership will last for the duration of their term of office.

II) Honorary Members of the club are entitled to vote at General Meetings of the club.

(iii) Social Membership:

I) Social Membership to the club is intended for non playing members who wish to be affiliated with the club, such as parents of juniors members.

II) Social Members of the club are not entitled to vote at General Meetings of the club.

(b) No person shall be entitled to play hockey as a member of the Club if such participation may jeopardise the amateur status of other competitors as determined by the body recognised by the Sports Association as controlling hockey in this state or Australia.

(c) The Committee (or, in cases of urgency, the Executive) may suspend any member or members proved to its satisfaction to have been guilty of any conduct prejudicial to the interests of the Club. During such suspension the suspended member shall not be entitled to any of the rights or privileges attaching to membership.

(d) Membership rights shall cease upon:

I) receipt by the honorary Secretary of a written resignation.

II) The failure of the member to pay a debt to the Club upon written request from the Secretary.

III) The lapse of Associate Membership as granted by the UNSW Sport and Recreation.

5. OFFICE BEARERS

(a) All office bearers shall be members of the Club, except that the Patron and Vice-Patrons need not be members. Any person elected or appointed under this Clause shall, subject to the Constitution, hold office until a successor has been elected.

(b) The office bearers of the Club shall be elected at every Annual General Meeting of the Club.

(c) The office bearers shall include:

- a president;
- an honorary secretary;

- an honorary treasurer;
- a vice president (mens);
- a vice president (womens);
- a juniors director who shall be responsible for the junior members of the Club;
- an assistant secretary
- an assistant treasurer
- a training and coaching coordinator;
- a publicity and promotions organiser;
- an umpiring coordinator; and
- a number of committee members which must comprise of both male and female individuals

(d) The office bearers may include:

- Patron;
- Vice patrons not exceeding ten in number;
- an honorary auditor.

(e) A Special General Meeting may, by resolution of three-fourths (3/4) of the members present and eligible to vote, remove any office bearers from office before an Annual General Meeting.

(f) Office bearer shall hold office until the following elections at which they shall not be disqualified as candidates by reason only of previous office.

6. COMMITTEE

(a) The control and management of the Club shall be vested in a Committee consisting of the President, Vice-President Juniors Director, Honorary Secretary, Honorary Treasurer, Assistant Secretary, Publicity and Promotions Officer, Training and Coaching Co-ordinator and the Committee members.

(b) No person shall fill more than one place on the Committee at any one time.

(c) The President shall be Chairperson of all meetings of the Committee. In the absence or unwillingness of the President to act the Committee shall choose a Chairperson from its own number.

(d) Every matter submitted to the Committee shall be decided by a simple majority of the votes of the Committee members present. Every member of the Committee shall be entitled to one (1) vote except that in the case of an equality of votes of the Chairperson shall have a casting vote in addition to the vote to which the Chairperson is entitled as a member of the Committee. All voting shall be by show of hands unless the meeting decide otherwise.

(e) A quorum of the Committee shall be six (6). If a quorum is not achieved within thirty (30) minutes from the notified time of the meeting, the meeting shall be postponed to a date to be fixed by the Executive.

- (f) The committee, notwithstanding any vacancy thereon, may proceed to the dispatch of business at any properly constituted meeting.
- (g) At least three (3) clear days notice in writing of each meeting of the Committee shall be given to each member thereof.
- (h) The Committee may declare vacant the place of any member who has been absent from more than two (2) consecutive meetings of the committee without the leave of the Committee.
- (i) The Honorary Secretary shall convene a meeting of the Committee at least once during each University session and at least once in each calendar month of the Club's season while the University is in session.
- (j) The Honorary Secretary upon the written request of two (2) members of the Committee shall convene a meeting of the Committee in addition to meetings covered under (i).
- (k) Minutes of every meeting of the Committee shall be signed by the Chairperson at the next succeeding meeting, subject to their being adopted by the meeting as a true record of the proceedings of the meeting.
- (l) The Committee may appoint such delegate or delegates to represent the Club as may be required, with such powers as it may think fit. Each delegate of the Club shall submit to the following meeting of the Committee, a report on each meeting which the delegate was eligible to attend.
- (m) The Committee may appoint from its own number or from outside its number sub-committees for any purpose whatsoever which from time to time the Committee thinks desirable and may delegate to such subcommittees such powers as the Committee thinks fit.
- (n) The power to make, alter, and repeal Club By-Laws not being inconsistent with this Constitution and the Constitution and By-Laws of the Sports Association, shall be by By-Law one (1).
- (o) Every resolution of the Committee shall be binding upon all members of the Club.
- (p) Subject to this Constitution and to the Constitution and By-Laws of the Sports Association, the Committee shall have power to do all such acts and things as may be incidental or conducive to the attainment of any of the objects of the Club.
- (q) The Committee, at any time, may elect additional members from among the Club members to the Committee to bring it up to its maximum or to fill any vacancy.

7. EXECUTIVE

- (a) The Executive shall consist of the President, Vice-President, Juniors Director, Honorary Secretary, Honorary Treasurer and Umpiring coordinator.
- (b) The Executive in cases of emergency may act for the Committee provided that it submit its decision for ratification at the next meeting of the Committee.
- (c) The Committee, at any time, may elect additional members from its numbers to the executive to bring it up to its maximum or to fill any vacancy.

8. FINANCE AND PROPERTY

(a) Any two of the President, the Vice-President, Juniors Director, the Honorary Treasurer and the Honorary Secretary or anyone of the above together with a Signing Officer appointed by the Committee shall sign and endorse on the Club's behalf contracts, receipts, acceptances, cheques, postal notes and other documents.

(b) All assets and property of the Club shall be vested in the Committee. The Club shall operate accounts with approved financial institutions provided statements of the accounts be lodged annually with the Sports Association.

(c) The income and property of the Club, howsoever derived, shall be applied solely towards the promotion of the objects of the Club as set out in this Constitution. No claim shall be made on the property and income of the Club by any member, previous member or any person claiming through them, provided that nothing herein contained shall prevent the payment in good faith of remuneration to any member or any other person in return for any services actually rendered to the Club or prevent the repayment of, or the payment of interest on money borrowed from any member for any of the purposes of the Club.

9. DUTIES OF THE VICE PRESIDENT

The Vice President shall be responsible for supporting the President in managing the activities of the Club.

10. DUTIES OF THE JUNIORS DIRECTOR

The Juniors Director shall:

- (a) be responsible for the management of the junior activities of the club.
- (b) Shall form a Junior Sub Committee that reports to the Committee.
- (c) Chair the Junior Sub Committee meetings and report back to the Committee
- (d) Carry out duties as delegated by the President from time to time.
- (e) The Junior's Chairperson, through the Junior's Sub-Committee, shall coordinate all junior hockey activities including conduct of matches, selection and training of teams, social activities and transport. The Junior's Sub-Committee and its Chairperson shall not enter into any contract on behalf of the Club nor commit the Club to any expenditure without the express authorisation of the Committee. The Chairperson shall coordinate the appointment of delegates to the committee as required and oversee the collection of subscriptions from Junior members.

11. DUTIES OF THE HONORARY SECRETARY

The Honorary Secretary or their delegate shall:

- (a) maintain a true and correct written record of the business transacted at the General and Committee Meetings;
- (b) maintain and permit any member of the Club to peruse a copy of the Constitution and all Club By-Laws made thereunder for the time being in force;
- (c) maintain a list of names and addresses of all members of the Club;
- (d) present a report to the Annual General Meeting, and perform all secretarial duties required by a General Meeting, the Committee, or the Executive.
- (e) from time to time submit to the General Committee of the Sports Association, through the Club delegate(s), a brief report on Club activities.

12. DUTIES OF THE HONORARY TREASURER

The Honorary Treasurer shall:

- (a) receive and disburse the monies of the Club as authorised by a General Meeting, the Committee or the Executive;
- (b) keep correct account of all such transactions, lodge in approved financial institution(s) all monies received, and present to each meeting of the Committee a~ up-l-o-date financial statement;
- (c) present a report and financial statement to the Annual General Meeting;
- (d) submit annually, or as required by the budget Finance Committee of the Sports Association, to the Honorary Treasurer of the Sports Association a proposed budget listing equipment and materials to be purchased from Sports Association funds;
- (e) make a written request to the Sports Association when any such approved budgeted equipment or material is required by the Club. The purchase of all budgeted items shall be carried out under the control and supervision of the Sports Association. All such equipment and-materials shall remain the property of the Sports Association.

13. GENERAL MEETINGS

- (a) The Committee shall summon an Annual General Meeting of all members of the Club once in every calendar year to be held as early as practicable after the conclusion of the financial year of the Club.
- (b) The business of an annual General Meeting shall be to receive and consider the Annual Report and financial statement, to elect office bearers, and to transact any other business which under this Constitution and the By-Laws may be transacted by the Club at a meeting of the Committee. All voting shall be by show of hands unless the meeting decide otherwise.

(c) A Special General Meeting of the Club may be called by the Committee. At least twenty (20) members or one-quarter (1/4) of the total membership of the Club (whichever is the less) may submit to the Honorary Secretary a requisition in writing for a Special General Meeting, provided that such requisition state the object of the meeting. On receipt of such requisition the Honorary Secretary shall within seven (7) days and in accordance with (e) call a Special General Meeting.

(d) The President shall be Chairperson at all General Meetings of the Club. In the absence or unwillingness of the President to act, the members of the Club present shall choose a Chairperson from among their number.

(e) Notice of every Annual and Special General Meeting of the Club shall be advertised on the Sports Association notice boards, in University publications where practicable, and, in addition, each member of the Club and the Honorary Secretary of the Sports Association shall be notified in writing at least seven (7) clear days before such meeting. All such notifications and advertisements shall specify the nature of the business to be dealt with thereat.

(f) Financial members of the Club, over the age of 17, only shall be eligible to vote at General Meetings of the Club. Excepting as provided for in Clauses 5, 12, and 13 all matters being voted on at a General Meeting shall be decided by a simple majority of votes of those members present. In the event of an equal number of votes being recorded the Chairperson shall have a casting vote in addition to the vote to which the Chairperson is entitled as a member.

(g) At any General Meeting of the Club the presence of –twenty-five (25) members or one-quarter (1/4) of the total membership of the Club (whichever is the less) shall constitute a quorum. If a quorum is not achieved within thirty (30) minutes from the notified time of meeting, the meeting shall be postponed for at least seven (7) and not more than twenty-one (21) clear days having been given, the postponed meeting shall then be held and, irrespective of the number of members present, the meeting shall be empowered to transact legally the business for which the General Meeting was called.

(h) Every resolution passed at any General Meeting of the Club shall be binding on all members thereof, whether present there or not.

14. ALTERATION TO THE CONSTITUTION

(a) Notice of motions to amend this Constitution shall be given to the Honorary Secretary in writing or by the Committee in meeting at least fourteen (14) clear days prior to the General Meeting at which the proposed amendment or amendments are to be put and the meeting shall be convened in accordance with Clause 11.

(b) No alteration in, addition to, or deletion from this Constitution shall be made except by a vote of at least two-thirds (2/3) of those present and entitled to vote at a duly convened General Meeting.

15. DISSOLUTION OF THE CLUB

(a) Notice of motion to dissolve the Club shall be given to the Honorary Secretary by at least one-quarter (1/4) of the members of the Club in writing not

less than fourteen (14) clear days prior to the General Meeting which shall be convened with the item "Dissolution of the Club" the only item on the agenda. Provided that such General Meeting meets the requirements of Clause 11 and the motion for dissolution is agreed to by at least two-thirds (2/3) of those present and entitled to vote, this decision shall be referred to the General Committee of the Sports Association for ratification.

(b) If on the dissolution of the Club there remain after the satisfaction of all its debts and liabilities, any monies or properties whatsoever, the same shall not be paid to or transferred to the Sports Association to be used within the university as deemed fit by the Sports Association and within the terms of Clause 8.