

HYDE PARK CROQUET CLUB INCORPORATED

CONSTITUTION

(as adopted at the AGM on 18th August 2012)

1. Name

The name of the Club shall be **Hyde Park Croquet Club Incorporated**. This Club was formed by the amalgamation of the Hawthorn and Unley Park Croquet Clubs on 1st October 2004, and is a subsidiary of the Unley Park Sports Club Incorporated.

2. Objects

- 2.1. To promote the game of croquet and pursue such other objects as the Members shall determine, consistent with the advancement of the game of croquet and the interests of the Club.
- 2.2. To maintain membership of the South Australian Croquet Association Incorporated.
- 2.3. To make use of the clubhouse, lawns and other amenities as provided by Unley Park Sports Club Incorporated.
- 2.4. To promote, organise, and manage Club events, tournaments and matches, decide conditions of play, and appoint Referees and Managers as required.
- 2.5. To purchase, lease, hire exchange or otherwise acquire real or personal property, licences and other rights or privileges necessary or convenient for the purposes of the Club.
- 2.6. To alter, add to, and maintain all property belonging to the Club.
- 2.7. To sell, improve, dispose of or otherwise deal with all or any part of the property of the Club.
- 2.8. To raise or borrow monies required for the purposes of the Club upon such terms and conditions and against such securities as may be determined.
- 2.9. To do all such things as are incidental to or necessary to fulfil the above objects.

3. Interpretation

In this constitution, unless inconsistent with its context:-

- 3.1. "Committee" means the Management Committee established under Clause 5 of this Constitution.
- 3.2. "A.G.M." means the Annual General Meeting of the Club.
- 3.3. "Club" means the Hyde Park Croquet Club Incorporated.
- 3.4. "Member" means a person admitted to Membership of the Club by resolution of the Committee who has met all financial obligations entailed in Membership.
- 3.5. Any interpretation of this Constitution shall be determined by a simple majority at a General Meeting of Members.

4. Membership

- 4.1. The Club shall consist of such classes of Membership as the Club may from time to time determine by By-Law and each class shall carry the rights and duties established in the By-Laws.
- 4.2. An intending Member shall apply for Membership in accordance with the procedure prescribed in the By-Laws and may be granted Membership in an appropriate class by resolution of the Management Committee.
- 4.3. Any Member may resign from Membership of the Club by giving written notice thereof to the Honorary Secretary. Any Member so resigning shall be liable for any outstanding fees which shall be recovered as a debt due to the Club.
- 4.4. Payment of the subscription and use of the Club's property shall imply a Member's acquiescence with this Constitution and the By-Laws, Regulations and Standing Orders made by the Club.
- 4.5. The Honorary Secretary shall maintain a register of all members which will contain:-
 - 4.5.1. The name and address of each Member.
 - 4.5.2. The date on which each member was admitted to the Club.
 - 4.5.3. The date of and reason for termination of Membership.

4.6. Any registered player whose conduct may appear to the Committee to be injurious to the Club or its objects for the proper conduct of its activities, and who, on request by the Committee, fails to give a satisfactory explanation within one month of the request, may be removed from the register of Members of the Club. Any member so removed shall:-

4.6.1. Have no right to take part in any Club activity nor use Club facilities nor compete in any competition organised by the Club in accordance with these rules.

4.6.2. Within one calendar month thereof, have the right to appeal to the full Club at a General Meeting. The decision of the Meeting shall be final.

5. Management

5.1. The Management of the Club will be conducted by the Members through the A.G.M. and General Meetings as provided in clause 6. The A.G.M. will elect a Management Committee, which will meet at least bi-monthly or more often if necessary, and who, in addition to any powers and authorities conferred by these rules may exercise all such powers and do all such things as are within the objects of the Club, and are not by the Association of Incorporation Act or by these rules required to be done by the Club in a General Meeting.

5.2. The **Management Committee** shall consist of:-

5.2.1. President.

5.2.2. Vice-President.

5.2.3. Honorary Secretary.

5.2.4. Honorary Treasurer.

5.2.5. Club Captain.

5.2.6. Grounds Representative.

5.2.7. Four Floor Members.

5.3. Sub-Committees may be formed or members may be appointed from time to time to carry out specific duties as directed by the Committee.

- 5.4. The Management Committee may appoint a person to fill a casual vacancy, except for the position of President, where the Vice-President shall act, and such a Management Committee member shall hold office until the next A.G.M. and shall be eligible for election to the Management Committee without nomination.
- 5.5. The Membership of any Member of the Committee shall cease in any of the following circumstances:-
 - 5.5.1. Death of the Member.
 - 5.5.2. Upon acceptance of the resignation of the Member by the Management Committee.
 - 5.5.3. If the Member misses three consecutive Meetings of the Committee and fails to give any satisfactory reason for doing so after being requested to do so.

6. Meetings

- 6.1. An **Annual General Meeting** of the Club shall be held in August each year.
- 6.2. The Honorary Secretary shall give each Member twenty-one clear days notice, in writing, of such Meetings and proposed appointments and elections to the Management Committee. (A copy of the notice of the A.G.M. shall be posted on the Club noticeboard for a least twenty-one days prior to the Meeting).
- 6.3. The business of the A.G.M. shall include:-
 - 6.3.1. Those present.
 - 6.3.2. Apologies.
 - 6.3.3. Minutes of the previous A.G.M.
 - 6.3.4. Correspondence.
 - 6.3.5. President's Address.
 - 6.3.6. Captain's Annual Report.
 - 6.3.7. Honorary Treasurer's Annual Report.
 - 6.3.8. Other Reports.
 - 6.3.9. Election of Officers.

- 6.3.10. Appointment of an Auditor.
 - 6.3.11. Appointment of two representatives to the Unley Park Sports Club Incorporated., at least one of whom shall be a Member of the Management Committee.
 - 6.3.12. Confirmation of appointment of Public Officer.
 - 6.3.13. Approval of fees and charges to be levied for the various classes of Membership for the ensuing year.
 - 6.3.14. Approval of visitors fees for the ensuing year.
- 6.4. A **Special General Meeting** may be called by:-
- 6.4.1. The President.
 - 6.4.2. The Management Committee.
 - 6.4.3. A written request to the President, signed by no fewer than ten (10) full Members of the Club, stating clearly the business to be addressed. No business other than that stated in the request shall be dealt with at such Meeting. The President shall, within seven days of receipt of such a request, initiate steps to call a Meeting.
 - 6.4.4. Twenty one days written notice shall be given to Members stating the date of the Meeting and the business to be discussed. A copy of the notice will be placed on the Club noticeboard for at least twenty one days prior to the Meeting.
- 6.5. The President shall be the chairperson of all General and Management Committee Meetings, and in the absence of the President, the Vice-President. If both are absent, the Honorary Secretary shall conduct an election for a Chairperson for that Meeting.

7. Quorums

- 7.1. At the A.G.M's. and General Meetings, one quarter of the full Members of the Club shall form a quorum.
- 7.2. At the Management Committee Meetings five Members shall form a quorum.

- 7.3. If a quorum is not present at any time during a Meeting, such Meeting may still continue but any decisions reached shall only be validated at the next Meeting of the body concerned, at which quorum is present.

8. Voting

- 8.1. At all Meetings only full Members shall be entitled to have one vote only, except when there is a tied vote, then the Chairperson shall have a casting vote.
- 8.2. The election of all officers, for contested positions, shall be by secret ballot. All other motions shall be proposed and seconded and determined by a show of hands, provided that secret ballot may be held if determined by the President or if requested by no fewer than four Members present and entitled to vote.

9. Election of Officers

- 9.1. All officers will be elected for a two year term, except for Floor Members who will be elected annually.
- 9.2. For the initial appointment of the Committee, after the adoption of this Constitution, all officers will be elected to serve until the 2005 Annual General Meeting. At that A.G.M. all officers will be elected for a term in accordance with Clause 9.1, except the President and Vice-President who will be elected for a term of one year, in order to establish a retirement rotational system.
- 9.3. The duties and responsibilities of all officers will be determined by the Committee.

10. Finance and Property

- 10.1. All monies received by the Club shall be paid to the Honorary Treasurer, recorded in proper books of account and held in appropriate bank accounts approved by the Management Committee in trust and at the disposal of the Club.
- 10.2. Authorised signatories to bank accounts shall be the President, the Vice-President, the Honorary Secretary and the Honorary Treasurer, any two of whom shall be required to operate the account.

- 10.3. Annual subscriptions and other relevant fees shall be determined at an A.G.M. or Special Meeting. The subscription shall include registration fees payable to the South Australian Croquet Association Incorporated.
- 10.4. The Club may, at a General Meeting, declare a levy on Members for a specific purpose.
- 10.5. The Club shall have a common seal. Any two of the President, Vice-President, Honorary Secretary, Honorary Treasurer And Public Officer may attest to the fixing of the Seal.
- 10.6. The Seal may only be affixed to an instrument with the approval of the Management Committee or a General Meeting.
- 10.7. Members shall have no personal rights in the property of the Club and the Club shall not carry out business for the personal profit of individual Members.
- 10.8. The Financial Year of the Club shall be the **fiscal year** for which period the annual financial statements, duly audited, shall be presented to the A.G.M.

11. Alterations to this Constitution

- 11.1. No alteration or addition to this constitution shall be made except by resolution of an A.G.M. or Special Meeting called for that purpose, and only if the motion is carried by a majority of no fewer than two thirds of the Members present and entitled to vote.
- 11.2. A notice of motion setting out the proposed change shall be lodged with the Honorary Secretary at least thirty (30) days prior to the date of the Meeting called to consider it.
- 11.3. All Members shall receive written notice, setting out in full the notice of motion, not less than twenty one (21) days prior to the date of the Meeting called to consider it.

12. Dissolution of the Club

- 12.1. A Special General Meeting of the Club must be called to consider a motion to dissolve the Club.
- 12.2. A motion to dissolve the Club must be passed by a majority of not less than three quarters of the Members present and entitled to vote.

- 12.3. After the satisfaction of all debts and liabilities, such assets as remain shall be distributed as the Club sees fit, provided that such distribution is not contrary to the provisions of the Associations Incorporation Act.

13. By-Laws, Regulations, Standing Orders

- 13.1. The Club shall have the power to establish By-Laws, Regulations and Standing Orders consistent with the objects of the Club.
- 13.2. The making or variation of such matters shall require a resolution of a General Meeting carried by a majority of not less than two thirds of the Members present and entitled to vote.