

Rules of Port Football & Community Sporting Club Incorporated

1 The name of the club is the "Port Football & Community Sporting Club Incorporated" established at Port Pirie and shall comprise office bearers and a limited number of members as determined by the (Liquor Licensing Commissioner).

2 THE OBJECTS OF THE CLUB SHALL BE –

- (1) To encourage interest and skill in the Australian game of football
- (2) To foster healthy recreation and compete in the Port Pirie Football League
- (3) To arrange and compete in football matches
- (4) To own, develop and beautify a sport oval for the benefit of youth and members
- (5) To promote sport and social activities amongst members
- (6) To establish, maintain, furnish and equip clubrooms
- (7) To mortgage, charge, lease, dispose or exchange the property of the club in any manner authorised by law
- (8) To do all such other lawful acts and things as are incidental or conducive to the attainment of the above objects.

3 OFFICE BEARERS

The office bearers shall be Patron, Vice Patron, President, Vice Presidents, Chairperson, Vice Chairperson, Secretary Manager, Assistant Secretary Manager and Treasurer.

4 ELECTION AND APPOINTMENT OF OFFICE BEARERS AND BOARD

The President, Chairperson, Vice Chairperson and Treasurer shall be members of the Board, and shall be elected at the Annual General Meeting by the members of the club. If no more nominations for any of the said office bearers are received then there are vacancies to be filled, the candidates so nominated shall be declared elected. If there are more candidates nominated than there are vacancies to be filled an election by secret ballot shall be held. Any candidate for any office must consent in writing to nomination seven days before the Annual General Meeting and such consent must be witnessed by two financial members of the club. A returning officer other than a Board Member be appointed not less than thirty (30) days before the Annual General Meeting each year. The Returning Officer shall be appointed by the Board. All nominations for office bearers and officials to be delivered to the Returning Officer not less than seven (7) days prior to the Annual General Meeting. The Patron, Vice Patron, Vice Presidents, Secretary Manager and Assistant Secretary Manager shall be appointed to their respective positions by the Board and not be elected by the members.

5 DUTIES OF OFFICERS

Chairperson to preside. The Chairperson shall preside at all meetings of the Club and all Functions conducted under the auspices of the club. In his/her absence the Vice Chairperson shall preside. Should neither the Chairperson or Vice Chairperson be present the meeting shall elect an Acting Chairperson. The Chairperson shall have a casting vote only, but the Vice Chairperson and Acting Chairperson shall have deliberate and casting votes.

6 SECRETARY MANAGER

The Secretary Manager shall convene and attend all meetings of the club and of the Board, keep the minutes of all such meetings, conduct the correspondence and generally attend to all correspondence of the club and manage the day to day affairs of the club subject at all times to the direction and control of the Board. Unless the Board shall appoint someone else to the position the Secretary Manager also hold office as the Manager of the club for the purposes of any licence the club holds from time to time under the Liquor Licensing Act, subject at all times to the approval of the Liquor Licensing Commissioner.

7 TREASURER

The Treasurer shall receive all subscriptions, keep the books and accounts of the club and pay all accounts and generally manage the financial affairs of the Club. The Treasurer shall have the books and accounts audited by the auditor, and shall operate within a financial year commencing on the first day of November of one year ended on the 31st day of October of the following year.

7a PUBLIC OFFICER AND AUDITOR

Pursuant to the Association's Incorporation Act 1985 as amended from time to time a Public Officer and also an Auditor shall be appointed at a meeting of the Board. It shall be the duty of the Public Officer at all times to remain familiar with the provisions and requirements of the Act and ensure the club complies with same. The auditor shall have all the powers and duties given to him or her by the provisions of that Act.

8 MANAGEMENT BY BOARD

The Management of the Club, (including the Management and control of its funds and other property) shall be vested in a Board of Directors (Referred to elsewhere in this Constitution and Rules as "The Board") comprising no less than five members and no more than seven members, all elected by the members at the Annual General Meeting. The precise number of Directors shall be determined each year by the Board in office at the time of calling the Annual General Meeting. Four of the Board Members, namely the President, Chairperson, Vice Chairperson, Treasurer (being office bearers of the Club) shall hold office for two years (with two of them retiring in one year and the other two retiring in the following year), and the other Board Member or Members shall hold office for one year.

Four members shall comprise a quorum for any meeting of the Board. The Board shall have recourse for relief on and shall be indemnified by all members of the Club from all obligations or contracts for which they as Manage have made themselves liable on behalf of the Club, but shall not be indemnified against any liability to the Club in respect of any negligence, default, breach of duty or breach of trust of which the Board or any of its members may be guilty in relation to the Club, except to the extent permitted by the Association's Incorporation Act, 1985 as amended from time to time.

- 8a The Board shall hold meetings at least once a quarter and minutes of resolutions and proceedings of the Board shall be entered in a book to be kept for that purpose.

9 POWERS AND DUTY OF THE BOARD

In the event of the Board not being fully elected at the Annual General Meeting, the elected members shall have power to fill the vacancies on the Board. The Board shall deal with all clearances from the Club and their decision shall be final. The Board will have power to declare vacant the office of any Board person who has without valid excuse, absented themselves from three consecutive meetings. They may discuss ways and means of raising finance for the Club and their suggestions shall be submitted to a General Meeting for confirmation. The Board shall have full power to decide who shall enjoy the privilege of all social activities of

the Club and shall determine who shall represent the Club on trips out of the district.

- 9a The books of account, minute books and other records of the Club, the register of members and all other books relating to transactions, business, rules and management of the Club shall be written in English. The Board shall each year appoint required delegates to both PPF League and SGF League and their proxies.
- 9b The income and property of the Club shall be applied solely towards the promotion of the objects of the Club and no portion thereof shall be paid or transferred, directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit to the members or relatives of members of the Club provided that nothing herein shall prevent the payment in good faith of remuneration to any officer or servant of the Club or to any member of the Club in return for any services actually rendered to the Club or reasonable and proper rental for premises let by any member of the Club.

10 BANKING

The Treasurer shall forthwith pay all monies received by him/her on behalf of the Club for working expenses and otherwise into a banking account in the name of the Club at some bank approved by the Board. All accounts shall be paid by cheque, signed by the Secretary/Manager and Treasurer or any one of them and the Chairperson. All accounts must be submitted to a General or Board meeting and duly passed for payment before being paid, provided always that the Management Board may authorise the Treasurer to meet petty expenses of the Club up to a stipulated amount, and to pay accounts which provide additional discounts for settlement by a stated date. Any accounts paid without prior approval of the Management Board must be ratified by the Management Board in conjunction with the next Treasurer's report. The Board may maintain a separate banking account known as the Building Fund at any bank they determine which account shall be operated by the persons mentioned in this rule and this fund shall be kept separate from funds of the Club and used to provide working expenses.

- 11 (a) The Club may sue or be sued in the name of the Club in respect of any claim by or upon or by any person whether interested in the Club or not.

(b) The Club may purchase and hold any land in the name of the Club for the purpose thereof and may sell, let, mortgage or otherwise dispose of the same and may execute all conveyances, transfers, mortgages and many documents in relation thereto and otherwise deal with the same and borrow on the security of the same as fully and effectually as a natural person could do provided always however, that no land of the Club shall be sold, exchanged, or otherwise disposed of without a resolution in favour thereof carried by a four fifths majority of all the members of the Club at a Special General Meeting.

(c) in the event of any winding up or dissolution of the Club, no distribution of any surplus assets, whether in money, property or otherwise, shall be made to its members or to relatives of its members, but the same shall be disposed of in any one or more of the following ways, namely :-

(i) by assigning the same to such one or more Clubs or Associations having objects substantially similar to those of the Club or to some one or more charitable institutions approved of by the meeting which sanctions the winding up or dissolution of the Club, and if to more than one of such Clubs, Associations or charitable institutions, in such proportions as may then be approved, or

(ii) by assigning the same to some one or more charitable institutions as may be approved by some court of competent jurisdiction, and if more than one, in such proportions as may be so approved.

12 PROCEDURE AT MEETINGS

Annual General:- The Annual General Meeting shall be held on or before the 21st December, of each year and shall be called by the Secretary/Manager, by advertisement in at least one paper in circulation in Port Pirie. The said advertisement shall be published at least seven (7) days before the meeting. The business of the Annual General Meeting shall be :-

- (a) The reading and confirming the previous Annual General Meeting Minutes
- (b) To receive and adopt an audited balance sheet drawn up as at October 31st and accompanied by a report of the proceedings of the Club for the proceeding year
- (c) Election of Board members
- (d) To transact such other business as may be brought forward. A quorum for Annual General Meetings shall be 15 members.

GENERAL:-

Order of Business:- reading and confirming of Minutes:- reports of sub committees and delegates, general business. The Secretary Manager & Chairperson shall have power to call a General Meeting when in their opinion sufficient business is to be transacted. A quorum of 10 members shall comprise a general meeting.

BOARD:-

The Secretary Manager & Chairperson shall have power to call a meeting when in their opinion it is necessary for same.

SPECIAL MEETING:-

No business other than that for which any special meeting is called shall be dealt with except with the unanimous consent of the meeting.

The Secretary Manager has power to call a special meeting at any time if in his/her opinion there are questions to be dealt with requiring immediate attention. Voting at all meetings shall be by show of hands unless a motion at any such meeting is carried for vote to be by secret ballot.

- 12a Only financial members who have attained the age of 18 years shall be entitled to vote at any meeting.

13a MEMBERSHIP

Any person wishing to become an ordinary member of the Club shall be proposed and seconded by two financial members of the Club. Applications for membership together with subscriptions shall be handed to the Secretary Manager or a member of the Board who shall submit same to a meeting of the Board which meeting shall have an unfettered power to accept or reject the application for membership. The name and address of a person proposed as an ordinary member of the Club shall be displayed in a conspicuous place in the Club premises for at least a week before election an interval of at least two weeks shall elapse between nomination and election of ordinary members. The Secretary Manager shall keep a record of the number of the members of the Board voting. The full amount of subscription shall be refunded in the event of rejection. The subscription fee shall be fixed annually by the Board but shall not be less than that determined by the Liquor Licensing Commissioner. No member shall enjoy privileges of the Club until his or her subscription is paid. Should any member or members conduct themselves in a disorderly manner on the playing field, in the Club room or at any meeting or function held by this Club, the Board shall have the power to discipline the

offender or offenders as they think fit and such decision shall be final.

(aa) An ordinary member shall be entitled to propose one person for associate membership of the Club in the same manner as an ordinary member is proposed in accordance with these rules.

(bb) A person proposed for associate membership must be of the age of 18 years or more.

(cc) No member shall propose a further associate during the currency of membership of an associate previously proposed by that member.

(dd) The membership of an associate shall cease

(i) if not renewed by the proposer

(ii) where the proposer member ceases to be a member, at the end of the membership year

(ee) An associate member shall not

(i) be eligible to vote or hold office in the Club

(ii) be entitled to participate in any of the assets of the Club upon its winding up

(iii) be submitted to those portions of the Club premises set aside for the use of ordinary members only

(iv) be submitted to the Club premises except at times appointed by the Board

(ff) There shall be an upper limit of 300 associate memberships at any one time

(gg) The annual subscription for associate membership shall be a minimum of \$2.00 per annum

(b) The following persons shall be temporary members of the Club

(i) A person who is temporarily resident in South Australia, who has been appointed as a temporary member by a Resolution of the Board passed and minuted, and who has complied with the conditions imposed by the Board in making such appointment.

(ii) Any playing member or official of any football club which on any given day in Port Pirie has played an organised football match in which a playing member of the Port Football & Community Sporting Club was engaged. Unless the Board by Resolution determines otherwise, the period of such temporary membership shall not extend beyond the day of the football match. No temporary member shall have any voting rights in Club affairs. Notwithstanding anything in this Rule contained the Board or its duly appointed representatives shall have the right at any time and from time to time to refuse temporary membership to any person or to cancel any temporary membership and shall not be bound to give any reason for so doing.

(c) (i) A visitors book shall be kept and any member who shall introduce a visitor to the club shall enter the name of the visitor in the book and shall sign his/her name opposite the name of the visitor. A visitor shall not be supplied with liquor in the club premises unless in the company and at the expense of the member who has introduced the visitor and so entered his/her name in the visitors book.

(ii) During the hours of trading permitted by any Club licence granted by the Liquor Licensing Commissioner of South Australia no member shall introduce more than five visitors on any given day.

(iii) No liquor shall be sold or supplied to any person under eighteen years of age.

(iv) No person under eighteen years of age be employed in that portion of the club premises for which a licence has been granted under the Liquor Licensing Act.

(d) A register of members of the Club for the time being shall be kept on the Club premises.

14 LIFE MEMBERSHIP

Any member who has served the Club as a player or official for a period of ten years may be appointed a life member. Life members shall be appointed only by the Board which shall announce at every Annual Meeting who are eligible for life membership and the names of any members who have been appointed life members.

- 14(a) No person shall be allowed to become an honorary temporary or life member of the Club or be relieved of the payment of the regular subscription except those persons with the qualifications referred to in Rules 13(b) and 14.

15 CLUB COLOURS

The Club colours shall be Green and White Guernseys, Green shorts with one vertical stripe on each hip and Green socks.

16 CLUBROOM - CONTENTS - PROPERTY ETC

The Board shall be vested with full power and control of the Clubroom. Any application for the use of the Clubroom or material or any other Club property must be dealt with by the Board. No member shall be allowed to remove or take any property of the Club away from the Clubroom without first having obtained permission of the Board. The Board's decision shall be final on any question in respect thereof.

17 COACH

The Board shall each year on or before the 1st January call for applications for coaches where necessary and shall appoint all coaches before 31st January each year.

18 SELECTION COMMITTEE

The selection committee shall consist of three members namely: Captain, Coach and one non- playing member. In the event of having a Captain-Coach, the Vice-Captain shall become the third selector.

19 APPOINTMENT OF CAPTAIN, VICE CAPTAIN AND PLAYERS SELECTOR

Appointment to the office of Captain, Vice Captain and non playing selectors shall be made by the Management Board.

20 DELETED

21 ALTERATION OF RULES

These rules may not be amended, added to or rescinded except at a General Meeting of which at least 7 days notice has been given stating the proposed amendment, addition or rescission of rule. No motion for any such amendment, addition or rescission shall be effective unless carried by a majority of four-fifths of the financial members of the Club present and voting on the motion.

22 THE COMMON SEAL

The Club shall have and use a common seal and on such common seal shall be inscribed the name of the Club.

- 23 The Seal holders of the Club shall be the President, Secretary Manager and Treasurer, and two of such persons shall be the persons authorised to use the common seal.
- 24 The Common Seal shall not be affixed to any deed or other writing without the sanction of the Board.
- 25 The Board shall have power to make such By-laws as may be deemed advisable for carrying out the objects of the Club, and to vary or rescind such By-laws from time to time if necessary.
- 26 Members who have not attained the age of eighteen years shall be junior members and no liquor shall be sold or supplied to any junior member.