



ST. THERESE'S CATHOLIC LAWN TENNIS CLUB INC.

CONSTITUTION

INCORPORATED ASSOCIATION REGISTRATION NUMBER 03051C

Contents: **Date:** **18 AUGUST 2015**

Rule	Description	Page
1.	Name	1
2.	Objects	1
3.	Powers	1
4.	Income and Property	1
5.	Membership	2
5.1	Classifications	
5.2	New Members	
5.3	Nomination Fees & Subscriptions	
5.4	Expulsion & Suspensions	
6.	Office Bearers	3
6.1	Officers	
6.2	Patrons	
7.	Management Committee	3
7.1	Composition	
7.2	Powers	
7.3	Proceedings	
7.4	Vacancies	
8.	General Meetings	4
8.1	Annual General Meetings	
8.2	Extraordinary General Meetings	
8.3	Special Resolution	
8.4	Proceedings	
9.	Finance	5
10.	Trustees	6
11.	Common Seal	6
12.	Colours	6
13.	Alterations of Rules	6
14.	Dissolution	7

1. Name

The name of the Club shall be the St. Therese's Catholic Lawn Tennis Club Inc.

2. Objects

The objects shall be to promote, encourage and advance the game of tennis, to provide social and recreational activities, and to provide, control, and maintain suitable grounds and premises for these purposes.

3. Powers

For the purposes of achieving and furthering these objects, the Club shall have the power –

- a. to purchase, sell, hold, lease or rent real or personal property and to enter into any arrangements with any government of local government authority.
- b. to borrow, raise or secure the payment of money, to secure the repayment or performance of any deal or liability, contract or guarantee.
- c. to invest the money of the Club.
- d. to amalgamate, associate or affiliate with any other tennis club or sporting association, and
- e. to do all such things as are incidental or conducive to the objects of the Club.

4. Income and Property

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, transferred or distributed directly or indirectly to the members of the Club.

5. Membership

5.1 Classification – Membership may be classified as follows:

Financial Members: Senior members
 Junior members
 Family members
 Social members

Non-Financial Members: Life and Honorary members

The numbers of members in each classification and the conditions and privileges pertaining thereto shall be determined by the Management Committee.

5.2 New Members – Prospective members shall submit a membership application in a form to be determined by the Management Committee. The Management Committee may then approve the membership application. If membership is refused, the reasons shall be provided in writing to the applicant.

5.3 Financial Membership Fees and Subscriptions – for the next ensuing year shall be as recommended by the Management Committee holding office in the immediately preceding financial year, and then endorsed at the Annual General Meeting.

Such fees shall be payable in advance, and if not paid on or before the 1st day of October in the current club year, membership will lapse until such time as the fees are paid in full.

Members may resign at any time by providing written notice to the Honorary Treasurer. No membership fees will be reimbursed unless the Management Committee determines that exceptional circumstances exist which warrant such reimbursement. Any such reimbursement is to be determined on a case-by-case basis and, if a reimbursement is approved, shall be calculated based on the proportion of the financial year remaining.

5.4 Expulsion and Suspension

The Management Committee may expel, suspend or otherwise deal with any members whose conduct in their opinion is injurious to the interest of the Club. The decision of the Committee in any such matter is final, unless revoked or varied by a special general meeting called for the purpose and held within one month after notice of such decision shall have been delivered. No membership fees will be reimbursed.

6 Office Bearers

6.1 The Officers of the Club shall be elected at the Annual General Meeting and shall consist of the following – President, Vice President, Hon. Secretary, Hon. Treasurer. No person shall be an officer of the Club unless they shall be financial, an honorary or a life member of the Club.

6.2 Members may appoint, from time to time, one or more Patrons, being a person or persons who will promote the interests of the Club.

A Patron shall be elected, or may be removed, by a simple majority of members at an Annual or Extraordinary General Meeting. A Patron shall serve a term determined by Members, and may resign at any time.

Unless otherwise determined by Members, a Patron shall be given all the privileges of club membership. However, this does not include the right to vote at club meetings, unless the Patron is also a financial member of the club.

7 Management Committee

7.1 Composition

The Committee shall comprise the officers of the Club and not less than five (5) nor more than ten (10) other members, all of whom shall be current members and elected at the Annual General Meeting.

7.2 Powers

The Committee shall be responsible for the general management and control of the affairs of the Club and shall have power to appoint sub-committees and to co-opt any other member to act on such sub-committee. The President, Hon. Secretary and Hon. Treasurer shall be ex-officio members of all sub-committees.

7.3 Proceedings

Meetings of the Committee shall be held when necessary and seven day's notice in writing shall be given by the Secretary to each member. Special meetings may be called at any time by the President, Hon. Secretary or any three (3) members of the Management Committee by giving notice in writing to the Secretary.

A quorum at meetings shall be 60% of the total number of members. The President shall be the chairperson and in addition to his/her deliberative vote shall have a casting vote if there is an equality of votes on any matter.

A record of the proceedings of all meetings shall be maintained by the Secretary.

7.4 Vacancies

Should any member of the Management Committee not attend three consecutive meetings without the leave of the Committee, he or she shall be deemed to have vacated office.

Any casual vacancy among the Office Bearers or members of the Management Committee may be filled by the Committee and the appointee shall hold office until the next Annual General Meeting.

8 General Meetings

8.1 Annual General Meeting

The meeting shall be held as soon as possible after the close of the financial year and the Secretary shall give not less than 14 days' written notice to members.

The order of business at the meeting shall be:

1. Minutes
2. Consideration and adoption of the various Committee Reports, consideration of the President's Annual Report and the Hon. Treasurer's Financial Statements and the Auditor's Report thereon.
3. Election of Office Bearers and Management Committee
4. Election of Auditor
5. General Business of which due notice has been given
6. Other Business

8.2 Extraordinary General Meetings

A Special or Extraordinary General Meeting shall be called by the Hon. Secretary whenever directed by the Committee, or on a written requisition signed by not less than 10% of the club members. Written notice of all such General Meetings of the Club shall be provided to all members at least seven (7) days prior to the meeting. Such notice shall set out the business to be transacted at the meeting, and discussion shall be restricted to the matters set out in the notice of meeting.

8.3 Special Resolution

A Special Resolution is one which is passed by 75% of such members who are present at the General Meeting of which notice specifying the intention to propose the special resolution was given in accordance with the Club's rules. Proxy voting is not permissible for special resolutions.

8.4 Proceedings

The President of the Club, or failing him or her, the Vice President, or in the absence of both, a member elected by the meeting, shall chair all general meetings.

A quorum for all general meetings including the Annual General Meeting shall be 15 members of the Club. In cases of equality of votes, the Chairperson shall have a casting vote in addition to their deliberative vote.

A record of the proceedings of all general meetings shall be maintained by the Secretary.

9. Finance

The Financial Year of the Club shall commence on the 1st day of July in each year.

All payments by or on behalf of the Club shall be first passed for payment by the Management Committee, and all cheques drawn in the name of the Club shall be signed by the Hon. Treasurer and countersigned by either the President or Hon. Secretary or other suitable person agreed by the Management Committee.

The Statement of Income and Expenditure and Balance Sheet of the Club shall be audited at the end of the year; and the Auditor, who shall not be a member of the Management Committee, shall be elected at the Annual General Meeting.

10 Public Officer

A Public Officer shall be appointed by the Management Committee to fulfil the requirements of the *Associations Incorporation Act 1964* and to represent the Club in all such matters relating to the Act.

11 Common Seal

The Common Seal shall be held in the custody of the Public Officer and it shall only be affixed to any document under the authority of a resolution of the Management Committee and by those persons authorized by the Committee.

12. Colours

The colours of the Club shall be blue, green and white.

13. Alterations of Rules of the Constitution

No new rules shall be adopted and no existing rule shall be repealed or amended except by resolution of a 75% majority of members entitled to vote and present at an Extraordinary General Meeting called for the purpose and of which 14 days' notice has been given by the Secretary. Particulars shall be given of such repeal, new rule or amendment or an existing rule in the notice convening the meeting, and by posting the same on the Notice Board of the Club at the time when such notice is given.

Proxy voting is not permissible for altering the rules of the Constitution.

14. Winding up

14.1 Motion to Wind-up Club

On the passing of a motion to wind-up the Club by Special Resolution (being 75% of Members present and entitled to vote at an Annual General Meeting or Extraordinary General Meeting), the Club is to be wound-up.

14.2 Members liability limited

The liability of a Member 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 5.

14.3 Distribution of surplus

If after winding up of the Club any property and assets remains, after payment of all its debts and liabilities, that property or assets must be given or transferred to:

- (a) one or more entities having objects similar to the Club and prohibiting the distribution of its or their income and property among members; or
- (b) an entity or entities endorsed as a tax concession charity by the Australian Tax Office

The entity or entities to receive any such property or assets shall be decided by the Members by ordinary resolution on or before such winding up. If Members fail to decide, the Management Committee will determine the entity or entities.