

UWA VOLLEYBALL CLUB
(UWAVC) INCORPORATED
CONSTITUTION

1.0 NAME

- 1.1 The name of the club is the UWA VOLLEYBALL CLUB Incorporated, hereinafter referred to as the UWAVC.
- 1.2 Throughout the constitution, the reference to "UWA" means the University of Western Australia and "VWA" means Volleyball Western Australia.

2.0 OBJECTIVES

The objectives of the UWAVC are:

- 2.1 To provide an avenue for involvement in Volleyball for a) the social and competitive player, b) past and present UWA students, juniors and the general public.
- 2.2 To offer avenues for volleyball participation and development.
- 2.3 To provide a social atmosphere within a club environment for all members.
- 2.4 To maintain a large membership base by attracting new members, retaining current members and allowing school teams to affiliate under the UWAVC banner.
- 2.5 To foster the sport by providing coaching to junior teams.
- 2.6 To support and participate in the organised activities of VWA where possible.

3.0 POWERS

- 3.1 To acquire, hold, deal with, and dispose of any real or personal property.
- 3.2 To open and operate bank accounts.
- 3.3 To invest money:
 - 3.3.1 in equipment, facilities and stores
 - 3.3.2 in any other manner authorised by the UWAVC to

further its objectives.

- 3.4 To acquire a loan from a financial institution upon such terms and conditions as the UWAVC thinks fit.
- 3.5 To obtain funds for the UWAVC either by subscription, grant, donation or other means.
- 3.6 To give such security for the discharge of liabilities incurred by the UWAVC as the UWAVC thinks fit
- 3.7 To appoint, employ, remove or suspend agents transacting any business of the UWAVC on its behalf; and
- 3.8 To do all such other lawful things as the UWAVC considers necessary or desirable.

4.0 MEMBERSHIP

- 4.1 Membership shall be open to any person who wishes to further the interests of the UWAVC.
- 4.2 Each member shall:
 - 4.2.1 be bound by the constitution and the By-laws of the UWAVC;
 - 4.2.2 become liable for such fees and subscriptions as may be fixed by the UWAVC and other appropriate associations;
 - 4.2.3 complete all required paper work necessary for the UWAVC to run effectively and efficiently; and
 - 4.2.4 be entitled to all advantages and privileges of membership.
- 4.3 Membership Categories:
 - 4.3.1. FINANCIAL MEMBER: Any person who is a financial member of the UWAVC is entitled to hold any office and enjoy the privileges of the UWAVC.
 - 4.3.2 SOCIAL MEMBER: Persons other than financial/ordinary members who are interested in promoting the UW AVC, but who do not wish to participate in the playing activities of the UWAVC, may become a social member, but do not have the right to vote.

- 4.3.3 JUNIOR MEMBER: Any person under the age that aligns with the VWA specifications may become a Junior Member. Such shall have no voting rights nor be entitled to hold any office.
- 4.3.4 LIFE MEMBER: Any member who has given outstanding service to the UWAVC may be elected by the Committee as a Life Member. Any member may nominate a person to the Committee for consideration for Life Membership.
- 4.3.5 AFFILIATED CLUBS OR TEAMS: A club or team desirous of becoming an affiliated club or team must make an application in accordance with the By-laws of the UWAVC. Such an application must be lodged with the UWAVC Secretary on or before a date as determined by the Committee.

4.4 The Secretary shall maintain a Registry of Members in which shall be entered the names and preferred addresses of all persons admitted to membership and communicate such details with appropriate, interested associations.

4.5 A financial member may at any reasonable time inspect the records and documents of the UWAVC.

5.0 TERMINATION OF MEMBERSHIP

5.1 Any person's membership may be terminated by the following events:

5.1.1 Resignation

5.1.2 False or inaccurate statements on membership forms, breach of any rule, regulation or By-law of the UWAVC or commit any act detrimental to the UWAVC.

5.1.3 Failure to pay any UWAVC, VWA and UWA fees within three (3) calendar months after the due payment date.

5.2 The Committee shall have the power to suspend or expel any member of the UWAVC for any events in Item 5.1 above.

5.3 Any member who is expelled, suspended or has their membership terminated shall have the right to appeal by presenting their case to a Committee Meeting

called for such purpose, and the decision of this meeting shall be final.

6.0 SUBSCRIPTIONS

The Committee may from time to time fix the UWAVC fees to be paid by members and make rule to the payment thereof. The Committee may waive fees in certain cases with special circumstance determined appropriate by the Committee.

7.0 COMMITTEE

- 7.1 The governing body of the UWAVC shall be the Committee which establishes policy, directs the activities and approves all actions pertaining to the business and management of the UWAVC.
- 7.2 Management of the UWAVC shall be vested in the Committee elected by the members at the Annual General Meeting and comprise of the Executive Committee, as listed below and six (6) general committee members:
 - 7.2.1 President
 - 7.2.2 Vice President
 - 7.2.3 Secretary
 - 7.2.4 Treasurer
 - 7.2.5 Junior Coordinator
 - 7.2.6 Student Representative
- 7.3 No person shall hold more than one position on the Executive Committee at any one time. A person shall cease to be a member of the Committee at the conclusion of the Annual General Meeting next following his/her election and he/she will be eligible for re-election.
- 7.4 A quorum of the Committee shall be a half plus one.
- 7.5 If the President or Vice President is unable to attend, then a chairperson nominated by the President shall chair the meeting.
- 7.6 A Committee member may lose their seat on the Committee for either of the following: Absence from three or more meetings without leave of absence, being unfinancial or failure to perform the duties required of their position.

8.0 POWERS OF THE COMMITTEE

- 8.1 The Committee shall carry out the day to day running of

the UWAVC and shall have the power to:

- 8.1.1 manage financial accounts;
- 8.1.2 fix the manner in which such banking accounts shall be operated upon, providing all the payments are passed by the Committee;
- 8.1.3 fix fees and subscriptions payable by members and decide such levies, fines and charges as is deemed necessary and advisable, and to enforce payment thereof;
- 8.1.4 adjudicate on all matters brought before it which may in any way affect the UWAVC;
- 8.1.5 cause minutes to be made of all proceedings at meetings of the Committee and General Meetings of members, which are to be issued to necessary parties within an adopted period;
- 8.1.6 make, amend and rescind rulings and By-laws;
- 8.1.7 have the power to form and appoint any sub committee/s as required for specific purposes;
- 8.1.8 may at their discretion employ a person or persons to carry out certain duties required by the UWAVC at salaries or remunerations for such periods as may be deemed necessary;
- 8.1.9 should a vacancy occur on the Committee during the season, the Committee shall appoint a successor without an election until the next Annual General Meeting; and
- 8.1.10 appoint an officer/s or agent of the Committee to have custody of the UWAVC's records, documents and securities.

9.0 GENERAL MEETINGS

9.1 Annual General Meeting

- 9.1.1 The Annual General Meeting of the UWAVC must be held within three (3) months of the end of the UWAVC's calendar year.
- 9.1.2 The Secretary shall give at least thirty (30) days notice of the date of the Annual General Meeting

to members.

9.1.3 Notices of Motion must be received by the Secretary no later than seven (7) days to the date of the Annual General Meeting.

9.1.4 All members of the UWAVC may attend the Annual General Meeting.

9.1.5 The quorum at the Annual General Meeting shall be a minimum of ten (10) members. If at the end of 30 minutes after the scheduled starting time there is no quorum the meeting shall stand and adjourn, with the meeting to be rescheduled within two (2) weeks. If at such a meeting there is no quorum, members present shall be competent to discharge the business of the meeting.

9.1.6 The Annual General Meeting agenda shall be:

Opening of Meeting
Apologies
Confirmation of Minutes of previous Annual General Meeting
Presentation of Treasurer's statement
Election of New Management Committee and appointment of Auditor
Vote of Thanks to outgoing Committee
Notice/s of Motion
Urgent general business
Closure

9.2.1 General meetings may be called by the Committee or at the request of the President and Secretary or on the written request of six (6) members of the UWAVC.

9.2.2 The Secretary shall give at least fourteen (14) days notice, in writing, of the date of the General Meeting to members. Notice of General Meetings shall set out clearly the business for which the meeting has been called. No other business shall be dealt with at that General Meeting.

9.2.3 The quorum at the General Meeting shall be a minimum of ten (10) financial members.

10.0 VOTING

10.1 Voting powers at the Annual General Meeting and General Meetings:

10.1.1 The President shall be entitled to a deliberative vote and in the event of a tied vote, the President

shall exercise a casting vote.

10.1.2 Each individual financial member present shall have one (1) vote.

10.1.3 Each individual financial member is entitled to one (1) proxy vote.

10.2 Voting powers at the Committee Meetings:

10.2.1 The President shall be entitled to a deliberative vote and in the event of a tied vote, the President shall exercise a casting vote.

10.2.2 Each individual financial member present shall have one (1) vote.

11.0 FINANCE

11.1 All funds of the UW AVC shall be deposited into the UWAVC 's accounts at such bank or recognised financial institution as the Committee may determine.

11.2 As many as possible of all accounts due by the UWAVC shall be paid and the action endorsed at the next Committee Meeting.

11.3 The secretary shall not spend more than a set amount of Petty Cash without the consent of the Committee and shall keep a record of such expenditure in Petty Cash Book.

11.4 A statement showing the financial position of the UWAVC shall be tabled at each Committee Meeting by the Treasurer.

11.5 A statement of Income and Expenditure, Assets and Liabilities shall be submitted to the Annual General Meeting.

11.6 The financial year of the UWAVC shall commence on January 1st each year.

11.7 The signatories to the UWAVC account/s will be the Treasurer and any one (1) of the following:

President

Other authorised committee member

11.8 All property and income of the UWAVC will apply solely to the promotion of the objectives of the

UWAVC and no part of that property or income shall be paid or otherwise distributed, directly or indirectly to members, except in good faith in the promotion of these objects.

12.0 RECORDS

- 12.1 The Secretary of the UWAVC shall have custody of all current records, books, documents, and securities of the UWAVC.
- 12.2 Members of the UWAVC may inspect records, books, documents, and securities of the UWAVC on giving the Secretary fourteen (14) days notice of their intention to do so.
- 12.3 On receipt of a notice under 13.2 above, the Secretary shall within three (3) days advise the member giving such notice of the time and place at which the inspection will take place.

13.0 COMMON SEAL

- 13.1 The UWAVC shall have a common seal on which its name shall appear in legible characters.
- 13.2 The common seal shall be kept in the custody of the Secretary or other such person as the Committee from time to time decides.
- 13.3 The common seal shall not be used without express authority of the Committee and every use of that common seal shall be recorded in the minutes.
- 13.4 The affixing of the common seal shall be witnessed by the President and another Committee member, both of whom shall subscribe their names as witnesses.

14.0 ALTERATIONS TO THE CONSTITUTION AND BY-LAWS

- 14.1 No alteration, repeal or addition shall be made to the constitution except at the Annual General Meeting, or General Meeting called for that purpose. Notice of all motions to alter, repeal or add to the Constitution shall be given to the secretary twenty-one (21) days prior to the Annual General Meeting, or fourteen (14) days prior to the General Meeting called for such purpose.
- 14.2 The Secretary shall forward such notices of Motion to each Committee member at least fourteen (14) days prior to the Annual General Meeting or seven (7) days

prior to a General Meeting.

- 14.3 The UWAVC Committee may make, alter or delete By-laws. These can only be made at Committee Meetings provided notice of the proposed alteration/s has been duly notified (seven days) to Committee members.
- 14.4 Such motions or part thereof shall be of no effect unless passed by a seventy five percent (75%) majority (Special Resolution) of those present and entitled to vote at the Annual General Meeting or Committee Meeting, as the case may be.
- 14.5 Within one month of the passing of a Special Resolution, the Secretary shall notify the Ministry of Fair Trading of the Amendment. (In the case of a licensed club, the Director of Liquor Licensing must also be notified).

15.0 INTERPRETATION OF THE CONSTITUTION

Should any question arise as to the interpretation of this Constitution which the UWAVC is authorised and empowered to make, such questions shall be decided at a special General Meeting of members of the UWAVC whereby a decision shall be finalised.

16.0 DISSOLUTION

If, on winding up of the UWAVC, any property of the UWAVC remains after satisfaction of the debts and liabilities of the UWAVC, charges and expenses of that winding up, that property shall be distributed:

- (a) to another incorporated club/association having objects similar to those of the UWAVC; or
- (b) for charitable or benevolent purposes, which incorporated association or purposes, as the case requires, shall be determined by resolution of the members.

In the event of the winding up or dissolution of the UWAVC, the Commissioner of Taxation shall be advised of the date of dissolution within 30 days of the dissolution.

17.0 PECUNIARY INTERESTS

Where a member of the UWAVC has a pecuniary interest in a matter that is before a General Meeting or Committee Meeting for discussion, that member shall declare the nature of their interest

and shall not take part in the discussion or vote on the matter unless the chairperson is satisfied that the interest is so trivial as to be unlikely to affect the members' judgement in that matter.