



ALBURY UNITED

SOCCER CLUB



CONSTITUTION AND RULES

PART 1.

PRELIMINARY

Preamble

- 1.1 The association shall be known as Albury United Soccer Club Incorporated.
- 1.2 The address of the association shall be that of the Secretary of the association.
- 1.3 No clause in these rules shall be deemed to be valid if it contravenes the Constitution or Article of the Albury Wodonga Soccer Association Incorporated.
- 1.4 The main colours of sporting teams representing the association shall be green and white.

Interpretation

- 2.1 In the rules, except in so far as the context of the subject matter otherwise indicates or requests:
 - “Ordinary member” means a member of the club who is not an office-bearer of the association, as referred to in rule 15(1) or 15(2);
 - “Secretary” means:
 - (a) the person holding office under these rules as secretary of the association; or
 - (b) where no such person holds office – the Public Officer of the association;
 - “Special general meeting” means a general meeting of the association other than annual general meeting;
 - “The Act” means the Associations Incorporation Act, 1985; and
 - “The Regulations” means the Associations Incorporation Regulations, 1985.
- 2.2 In these rules:
 - (a) a reference to a function includes a reference to a power authority and duty; and
 - (b) a reference to the exercise of a function includes, where the function is a duty, a reference to the performance of a duty.
- 2.3 The provisions of the Interpretation Act, 1987, apply to and in respect of these rules in the same manner as those provisions would so apply if the rules were an instrument made under the Act.

Objectives

- 3.1 The objectives of the club shall be:
 - (a) to encourage and assist Association Football and other sports in the Albury and Border District;
 - (b) to co-operate with sporting clubs and bodies throughout the district; and
 - (c) to do all such other things which are conducive or incidental to the attainment of such objectives.

PART 2.

MEMBERSHIP

Membership Qualifications

- 4.1 A person is qualified to be a member of the association if, but only if:
- (a) the person is a person referred to in section 15(1)(a), (b) or (c) of the Act and has not ceased to be a member of the Association at any time after incorporation of the Association under the Act; and
 - (b) has been approved for membership of the association by the Committee of the association; and
 - (c) the person subscribes to the objectives of the Club.
- 4.2 Membership of the association shall be open to any person, regardless of age, sex, race, religion, political beliefs or sexual preference. However, the Committee may refuse membership to any person without assigning any reason thereto.
- 4.3 New members will not become eligible to vote until a period of 28 days after payment of membership fees has elapsed.
- 4.4 All players shall be deemed to be members of the Club upon paying their registration fees.
- 4.5 Financial players of the Club shall be eligible to represent the Club in League, Cup and Representative Competitions and in any friendly matches approved by Albury Wodonga Soccer Association Incorporated.
- 4.6 All players must fulfill their obligations to their own age division before consideration can be given for selection to a higher age division.

Nomination for Membership

- 5.1 An application for membership of the association shall be made to the secretary of the association. The fee for membership, as determined by rule 10, shall be payable with the application for membership.
- 5.2 As soon as practicable after receiving an application for membership, the secretary shall refer the application to the Committee, which shall determine whether to approve or to reject the application.
- 5.3 Where the Committee determines to approve an application for membership, the Secretary shall, as soon as practicable after that determination, notify the applicant of that approval.
- 5.4 The Registrar shall, as soon as practicable after approval of membership as referred to in clause (3), enter the applicant's name in the register of members and, upon the name being entered, the applicant shall become a member of the Association.

Cessation of Membership

- 6.1 A person ceases to be a member of the association if that person:
- (a) dies;
 - (b) resigns that membership; or
 - (c) is expelled from the association.

Membership Entitlements Not Transferable

- 7.1 A right privilege or obligation which a person has by reason of being a member of the association:
- (a) is not capable of being transferred or transmitted to another person; and
 - (b) terminates upon cessation of the person's membership.

Resignation of Membership

- 8.1 A member of the association is not entitled to resign that membership except in accordance with this rule.
- 8.2 A member of the association who has paid all amounts payable by the member to the association in respect of the member's membership may resign from membership of the association by first giving notice (being not less than 1 month or not less than such other period as the Committee may determine) to the Secretary of the member's intention to resign and, upon the expiration of the period of notice, the member ceases to be a member.
- 8.3 Where a member of the association ceases to be a member pursuant to clause (2), and in every other case where a member ceases to hold membership, the registrar shall make an appropriate entry in the register of members recording the date on which the member ceases to be a member.

Register of Members

- 9.1 The Registrar of the association shall establish and maintain a register of members of the association specifying the name and contact of each person who is a member of the association together with the date on which the person became a member.
- 9.2 The register of members shall be kept at the principal place of administration of the association and shall be open for inspection, free of charge, by any member of the association at any reasonable hour.

Fees, Subscriptions, etc.

- 10.1 A member of the association shall, upon admission to membership, pay to the association a fee of \$1 or, where some other amount is determined, of that other amount.
- 10.2 In addition to any amount payable by the member under clause (1), a member of the association shall pay to the association an annual membership fee of \$2 or, where some other amount is determined by the committee, of that other amount.
- 10.3 All financial members of the association, over the age of 18 years, shall be invited to become financial members of the Lavington Sports Club Ltd – except for Executive Committee members whose first year of membership, if they are non-members, shall be paid by Albury United Soccer Club Incorporated.

Member's Liabilities

- 11.1 The liability of a member of the association to contribute towards payments of the debts and liabilities of the association or the cost, charges and expenses of the winding up of the association is limited to the amount, if any, unpaid by the member in respect of membership of the association as required by rule 10.

Disciplining of Members

- 12.1 Where the Committee is of the opinion that a member of the association:
- (a) has persistently refused or neglected to comply with a provision or provisions of these rules; or
 - (b) has persistently and willfully acted in a manner prejudicial to the interests of the association,
- the Committee may, by resolution:
- (a) expel the member from the association; or
 - (b) suspend the member from membership of the association for a specified time.
- 12.2 A resolution of the Committee under clause (1) is of no effect unless the Committee, at a meeting held not earlier than 14 days and not later than 28 days after service the member notice under clause (3), confirms the resolution in accordance with this rule.
- 12.3 Where the Committee passes a resolution under clause (1), the Secretary shall, as soon as practicable, cause a notice in writing to be served upon the member:
- (a) setting out the resolution of the Committee and the grounds on which it is based;
 - (b) stating that the member may address the Committee at a meeting to be held not earlier than 14 days and not later than 28 days after service of the notice;
 - (c) stating the date, place and time of the meeting; and
 - (d) informing the member that the member may do either or both of the following:
 - (1) attend and speak at the meeting;
 - (2) submit to the Committee at or prior to the date of the meeting, written representations relating to that resolution.
- 12.4 At a meeting of the Committee held as referred to in clause (3), the Committee shall:
- (a) give to the member an opportunity to make oral representations;
 - (b) give due consideration to any written representations submitted to the Committee by the member at or prior to the meeting; and
 - (c) by resolution, determine whether to confirm or to revoke the resolution.
- 12.5 Where the Committee confirms the resolution under clause (4), the Secretary shall, within 7 days after that confirmation, by notice in writing, inform the member of the fact and of the member's right of appeal under rule 11.
- 12.6 A resolution confirmed by the Committee under clause (4) does not take effect:
- (a) until expiration of the period within which the member is entitled to appeal against the resolution where the member does not exercise the right of appeal within that period; or
 - (b) where, within that period, the member exercises the right of appeal, unless and until the Association confirms the resolution pursuant to rule 11.4.

Right of Appeal of Disciplined Member

- 13.1 A member may appeal to the association in general meeting against a resolution of the Committee which is confirmed under rule 10.4, within 7 days after notice of the resolution is served on the member by lodging with the Secretary a notice to that effect.
- 13.2 Upon receipt of a notice from a member under clause (1), the Secretary shall notify the Committee, which shall convene a general meeting of the association within 21 days after the date on which the Secretary received the notice.
- 13.3 At a general meeting of the Association convened under clause (2):
- (a) no business other than the appeal shall be transacted;
 - (b) the Committee and the member shall be given the opportunity to state their respective cases orally or in writing, or both; and
 - (c) the members present shall vote by secret ballot on the question of whether the resolution should be confirmed or revoked.
- 13.4 If at the general meeting the Association passes special resolution in favour of the confirmation of the resolution, the resolution is confirmed.

PART 3.

OFFICE-BEARERS

Powers, etc., of the Committee and the Executive

- 14.1 The Committee shall be called the Committee of management of the Association and subject to the Act, the Regulations and these rules and to any resolution passed by the Association in general meeting;
- (a) shall control and manage the affairs of the Association;
 - (b) may exercise all such functions as may be exercised by the Association other than those functions that are required by these rules to be exercised by general meeting of members of the Association; and
 - (c) has power to perform all such acts and do all such things as appear to necessary or desirable for management of the affairs of the Association.
- 14.2 The Executive shall meet from time to time as required. Their duties shall consist of dealing with matters received through correspondence or as directed from general meetings. Any recommendations formed on these matters shall be referred to the next general meeting for endorsement.

Constitution and Membership

- 15.1 The Executive shall consist of:
- (a) President
 - (b) Senior Vice-President
 - (c) Junior Vice-President
 - (d) Secretary
 - (e) Treasurer
 - (f) Honorary Secretary
 - (g) Registrar
 - (h) Social Club President
 - (i) Public Officer
- 15.2 Other office-bearers of the Association shall be:
- (a) Publicity Officer
 - (b) Property Officer
 - (c) Two (2) delegates to Albury Wodonga Soccer Association Management Committee
 - (d) Delegate to the Albury Wodonga Soccer Association Disputes Tribunal
 - (e) Sponsorship coordinator
- 15.3 Each office-bearer of the Association shall, subject to these rules, hold office until the elections at the annual general meeting following the election of the members, but is eligible for re-election.
- 15.4 In the event of a casual vacancy occurring in the membership of the Committee, the Committee may appoint a member of the Association to fill the vacancy and the member so appointed

shall hold office, subject to these rules, until the elections at the annual general meeting next following the date of appointment.

Election of Office-Bearers

- 16.1 At the annual general meeting of the Association a Returning Officer shall be appointed for the elections.

Where a position is contested by two or more candidates, voting shall be by secret ballot. All candidates must be financial, in attendance, and be proposed and seconded by bona fide members. A member may propose or second one candidate only for each position. All financial members from the preceding year shall be adjudged to be financial for the annual general meeting. The Returning Officer shall call for nominations for the various positions in the following order:

- (a) President
- (b) Senior Vice-President
- (c) Junior Vice-President
- (d) Secretary
- (e) Treasurer
- (f) Registrar
- (g) Honourable Secretary
- (h) President of the Social Committee
- (i) Public Officer
- (j) Publicity Officer
- (k) Property Officer
- (l) Two (2) delegates to the Albury Wodonga Soccer Association Management Committee
- (m) Delegate to the Albury Wodonga Soccer Association Dispute Tribunal
- (n) Sponsorship Coordinator

Secretary

17. The Secretary of the Association shall, as soon as practicable after being appointed as Secretary, lodge notice with the Association of his or her address.
- 17.2 It is the duty of the Secretary to keep minutes of:
- (a) all appointments of office-bearers and members of the Committee;
 - (b) the names of those present at a Committee meeting or a general meeting; and
 - (c) all proceedings at Committee meetings and general meetings.
- 17.3 Minutes of proceedings at a meeting shall be signed by the Chairperson of that meeting or by the Chairperson of the next succeeding meeting.

Treasurer

- 18.1 It is the duty of the Treasurer of the Association to ensure that:
- (a) all money due to the Association is collected and received, and that all payments authorised by the Association are made; and
 - (b) correct books and accounts are kept showing the financial affairs of the Association including full details of all receipts and expenditure connected with the activities of the Association.

Other Officer-Bearers

- 19.1 The Honourable Secretary shall be the holder of the annual functions licence issued by the Liquor Administration Board and shall ensure that all dealings with the Liquor Administration Board are reported truly and correctly.
- 19.2 The Property Officer shall be responsible for all Club property and shall maintain an itemised record and shall provide a copy of this record to the Secretary at the commencement of each season. He shall also provide, at the end of the season, a current inventory of all property. This inventory should stipulate the condition of each item and indicate a replacement program.
- 19.3 The Registrar shall:
- (a) keep a register of all registrations; and
 - (b) check and record birth certificates when necessary
- 19.4 Delegates to either the Management Committee or the Disputes Tribunal of the Albury Wodonga Soccer Association shall be required to attend all meetings to which they have been designated and report on these meetings as required to the Executive Committee or general meeting.
- 19.5 The Social Club President shall organise social functions and delegate the running of the Club.
- 19.6 The Public Officer shall be responsible for notifying the Agency of any changes in the Association and its financial position. The Public Officer shall also clarify any anomalies that may arise within the Club and shall ensure that the rules of the Association are up-to-date at all times.

Casual Vacancies

- 20.1 For the purposes of these rules, a casual vacancy in the office of a member of the Committee occurs if the member:
- (a) dies
 - (b) ceases to be a member of the association
 - (c) becomes an insolvent under administration within the meaning of the Companies (New South Wales) code
 - (d) resigns office by notice in writing given to the Secretary
 - (e) is removed from office under rule 21
 - (f) becomes of unsound mind or a person whose person or estate is liable to be dealt with in any way under the law relating to mental health
 - (g) is absent without the consent of the Committee from all meetings of the Committee held during a period of 6 months

Removal of a Member

- 21.1 The Association in general meeting may, by resolution, remove any member of the Committee from office before expiration of the member's term of office and may, by resolution, appoint another person to hold office until the expiration of the term of office of the member so removed.

Delegation by Committee to Sub-Committee

- 22.1 The Committee may, by instrument in writing, delegate to one or more Sub-Committees (consisting of such member or members as the Association thinks fit) the exercise of such of the functions of the Committee as are specified in the instrument, other than:
- (a) this power of delegation; and
 - (b) a function which is a duty imposed on the Committee by the Act or by law.
- 22.2 A function the exercise of which has been delegated to a Sub-Committee under this rule may, while the delegation remains unrevoked, be exercised from time to time by the Sub-Committee in accordance with the terms of the delegation.
- 22.3 A delegation under this section may be made subject to such conditions or limitations as to exercise of any function the subject thereof, or as to time or circumstances, as may be specified in the instrument of delegation.
- 22.4 Notwithstanding any delegation under this rule, the Committee may continue to exercise any function delegated.
- 22.5 Any act or thing done or suffered by a Sub-Committee acting in the exercise of a delegation under this rule has the same force and effect as it would have had it been done or suffered by the Committee.
- 22.6 The Committee may, by instrument in writing, revoke wholly, or in part, any delegation under this rule.
- 22.7 A Sub-Committee may meet and adjourn as it thinks proper.

PART 4.

GENERAL MEETINGS

Meetings and Quorums

- 22.1 The Committee shall meet at least six (6) times in each period of twelve (12) months at such place and time as the Committee may determine.
- 22.2 Additional meetings of the Committee may be convened by the President or by any member of the Executive.
- 22.3 Oral or written notice of a meeting of the Committee shall be given by the Secretary to each member of the Committee at least 48 hours (or such period as may be unanimously agreed upon by the members of the Committee) before the time appointed for the holding of the meeting.
- 22.4 Notice of a meeting given under clause (3) shall specify the general nature of the business to be transacted at the meeting and no other than that business, shall be transacted at the meeting, except business which the Committee members present at the meeting unanimously agree to treat as urgent business.
- 22.5 For transaction of the business of a general meeting of the Association, any four (4) members of the Association constitute a quorum. For transaction of the business of an Annual General Meeting of the Association, any eight (8) members of the Association shall constitute a quorum.
- 22.6 No business shall be transacted by the Committee unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present the meeting stands adjourned to the same place and at the same hour of the same day in the following week.
- 22.7 If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present, being not less than three (3), shall constitute a quorum.
- 22.8 If at the adjourned meeting a quorum is not present within half hour after the time appointed for the meeting, the meeting shall be dissolved.
- 22.9 At a meeting of the Association:
- (a) the President or, in the President's absence, either of the Vice-Presidents shall preside; or
 - (b) if the President and the Vice-Presidents are absent or unwilling to act such one of the remaining members of the Committee as may be chosen by the members present at the meeting shall preside.

Annual General Meeting - Holding of

- 23.1 With the exception of the first annual general meeting of the Association, the Association shall, at least once in each calendar year, convene an annual general meeting of its members. The meeting shall be convened no earlier than 31st October and no later than 30th November.
- 23.2 The Association shall hold its first annual meeting within a period of 18 months after its incorporation under the Act.

23.3 Clauses (1) and (2) have effect subject to any extension or permission granted by the Commission under section 26(3) of the Act.

Annual General Meetings

- Calling of and Business at

24.1 The annual general meeting of the Association shall, subject to the Act and to rule 21, be convened on such a date and such a place and time as the Committee thinks fit.

24.2 In addition to any other business which may be transacted at an annual general meeting, the business of an annual general meeting shall be:

- (a) to confirm the minutes of the last preceding annual general meeting and of any special general meeting held since that meeting
- (b) to receive from the Committee reports upon the activities of the Association during the preceding financial year
- (c) to receive and consider the statement which is required to be submitted to members pursuant to section 26(6) of the Act
- (d) to receive and consider nominations for life membership of the Association
- (e) to elect office-bearers of the Association
- (f) to discuss any special business where notice of motion has been given
- (g) to discuss membership fees and registration fees for all teams and members for the following year.

Special General Meetings

- Calling of

25.1 The Committee may, whenever it thinks fit, convene a special general meeting of the Association.

25.2 The Committee shall, on the requisition in writing of not less than 5 % of the total number of members, convene a special general meeting of the Association.

25.3 A requisition of members for the special general meeting:

- (a) shall state the purpose or purposes of the meeting
- (b) shall be signed by the members making the requisitions
- (c) shall be lodged with the Secretary
- (d) may consist of several documents in a similar form, each signed by one or more of the members making the requisition.

25.4 If the Committee fails to convene a special general meeting to be held within one (1) month after the date on which a requisition of members for the meeting is lodged with the Secretary, anyone or more of the members who made the requisition may convene a special general meeting to be held not later than three months after that date.

25.5 A special general meeting convened by a member or members as referred to in clause (4) shall be convened as nearly as is practicable in the same manner as general meetings are convened by the Committee and any member who thereby incurs expense is entitled to be reimbursed by the Association for any expense so incurred.

Making of Decisions

26.1 A question arising at a general meeting of the Association shall be determined on a show of hands and, unless before or on the declaration of the show of hands poll is demanded, a declaration by the Chairperson that a resolution has, on the show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in

the minute book of the Association, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.

- 26.2 At a general meeting of the Association, a poll may be demanded by the Chairperson or by not less than three members present in person or by proxy at the meeting.
- 26.3 Where a poll is demanded at a general meeting, the poll shall be taken:
- (a) immediately in the case of a poll which relates to the election of the Chairperson of the meeting or to the question of an adjournment
 - (b) in any other case, in such manner and at such time before the close of the meeting as the Chairperson directs, and the resolution of the poll on the matter shall be deemed to be the resolution of the meeting on that matter.

Special Resolution

- 27.1 A resolution of the Association is a special resolution if:
- (a) it is passed by a majority which comprises not less than three-quarters of such members of the Association as, being entitled under these rules so to do, vote in person or by proxy at a general meeting of which not less than 21 days notice specifying the intention to propose the resolution as a special resolution was given in accordance with these rules
 - (b) where it is made to appear to the Commission that it is not possible or practicable for the resolution to be passed in the manner specified in paragraph (a); the resolution is passed in a manner specified by the Commission.

Voting

- 28.1 Upon any question arising at a general meeting of the Association, all members, with the exception of the Chairperson, shall have one (1) deliberative vote only. The Chairperson shall not be entitled to a deliberative vote.
- 28.2 All votes shall be given personally or by proxy but no member may hold more than five (5) proxies.
- 28.3 In the case of an equality of votes on a question at a general meeting, the Chairperson of the meeting is entitled to exercise a casting vote.

A member or proxy is not entitled to vote at any general meeting of the Association unless all money due and payable by the member or proxy to the association has been paid.

Appointment of Proxies

- 29.1 Each member shall be entitled to appoint another member as proxy by notice to the Secretary no later than 24 hours before the time of the meeting in respect of which the proxy is appointed.
- 29.2 The notice appointing the proxy shall be in the form set out in Appendix 1 of these rules.

Standing Orders

- 30.1 These Standing Orders shall be applicable to all meetings and shall be construed subject to the Constitution.
- 30.2 Meetings shall, subject to the presence of a quorum, start at the time, place set out in the Notice, and all business has been disposed of or 10.30 pm, which ever comes first.
- 30.3 At all meetings, other than Annual General Meeting, four (4) members, all of whom are eligible to vote, shall form a quorum, Sub-Committees excepted. Any member of the Management Committee who misses three (3) successive meetings shall be asked to explain his or her absence.

- 30.4 Should no quorum be present within thirty (30) minutes of the prescribed starting time, the meeting shall lapse and subject to any resolution previously passed, the Chairperson shall fix the time of the next meeting. All business of the lapsed meeting shall be included in the Agenda of the next meeting and shall be taken in precedence over new business.
- 30.5 Where meetings are held regularly at a certain place, time and no further notice shall be required.
- 30.6 Special meetings shall be called by the Secretary or at the discretion of the Chairperson. Such meetings, to be valid, shall require forty eight (48) hours notification to all members. Such notice shall include time, date, place and business.
- 30.7 When the Chairperson rises to speak any member speaking shall cease.
- 30.8 Except in committee, no member, other than the proposer of a motion or an amendment, shall speak on it until it has been seconded. A motion or an amendment lapsing for want of a seconder shall not be recorded in the minutes.
- 30.9 Any motion or amendment before the Chair shall not be withdrawn, except by the mover, and then only by leave of the seconder. No motion shall be withdrawn while amendment to it is under discussion, or after any amendment has been passed.
- 30.10 If required to do so by the Chairperson, the proposer of the motion or amendment shall submit it in writing.
- 30.11 A motion or amendment before the chair may be recorded, subject to leave of the meeting.
- 30.12 Except in committees, no member shall speak more than once to any question, except the mover of the motion (but not of an amendment) who shall have the right of reply, which shall close the debate. An amendment shall constitute a separate question from the original motion, and from any other amendment.
- 30.13 A member moving a motion or amendment shall be deemed to have spoken to it. A member seconding same without speaking to it, may reserve the right to speak to it subsequently.
- 30.14 When an amendment is before the Chair, debate shall be confined to that amendment. No further amendment shall be allowed until it has been disposed of.
- 30.15 If two consecutive speakers have supported the same side of a question and there are none wishing to debate the opposite view, or in the case of a motion, to move an amendment, the question shall be put (subject, in the case of a motion, to the mover's right of reply) immediately.
- 30.16 Any member may raise a point of order, which shall take precedence over all other business, and which shall be open to discussion. The point must be raised at the time of the alleged irregularity. An explanation or a contradiction shall not be a point-of-order.
- 30.17 Any member may challenge the Chairperson's ruling on a point-of-order. The Chairperson shall vacate the Chair and the Acting-Chairperson shall put such motion without debate.
- 30.18 On the equality of voting, the Acting-Chairperson shall declare the question resolved, so as to maintain the status quo.
- 30.19 A member who has not participated in the debate, may at any time, whether another speaker has the floor or not, move "that the question be put", which motion, if accepted by the Chair, shall be put without debate or amendment. The Chairperson may, of his own accord, put the question, if he feels adequate discussion has taken place. In either case, the mover of the motion has the right of reply. If an amendment is before the Chair, the closure motion shall be deemed to close the debate on the amendment only.

- 30.20 A member may move “that the debate (or the meeting) be adjourned”. Discussion shall be in order, but amendments may only deal with time and/or place. The motion shall take precedence over all other business before the Chair, except points of order.
- 30.21 Any resolution of a validly constituted meeting shall not be invalidated by reason of a departure from these standing orders which was not detected until such resolution was passed.
- 30.22 Standing Orders 1-20 may be suspended by majority vote of those present. A motion to this effect shall be open to debate.
- 30.23 No member shall reflect on the vote of a meeting, except on a motion of rescission previously adopted. No member shall reflect on a section of the Constitution or a standing order, except by motion. Notice of which has been given in the prescribed fashion, to amend or repeal such a section.
- 30.24 Alterations to standing orders shall only be made by a general meeting. Notice of motion shall be given at the preceding meeting. A simple majority vote shall be required to pass such a motion.
- 30.25 Upon any question arising at any meeting of the Association all members, with the exception of the Chairperson, shall have one deliberative vote only. The Chairperson shall not be entitled to deliberative vote.
- 30.26 In the case of an equality of votes on any question arising at any meeting, the Chairperson of the meeting is entitled to exercise a casting vote.
- 30.27 Any matters not dealt with in these standing orders shall be governed by customary procedure at meetings.

PART 5.

MISCELLANEOUS

Insurance

- 31.1 The association shall effect and maintain insurance pursuant to section 44 of the Act.
- 31.2 In addition to the insurance required under clause (1), the Association may effect and maintain other insurance.

Funds - Source

- 32.1 The funds of the Association shall be derived from entrance fees, annual subscriptions of members, donations, and social functions, and subject to any resolution passed by the Association in general meeting, such other sources as the Committee determines.
- 32.2 All money received by the Association shall be deposited as soon as practicable and without deduction to the credit of the Association's bank account.
- 32.3 The Association shall, as soon as practicable after receiving any money, issue an appropriate receipt.

Funds – Management

- 33.1 Subject to any resolution passed by the Association in general meeting, the funds of the Association shall be used in pursuance of the objects of the Association in such manner as the Committee determines.
- 33.2 All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed by any two (2) members of the Committee or members of the Association, being members authorised to do so by the Committee.

Alteration of Objects and Rules

- 34.1 The statement of objects and these rules may be altered, rescinded or added to only by a special resolution of the Association.

Common Seal

- 35.1 The common seal of the Association shall be kept in the custody of the Public Officer.
- 35.2 The common seal shall not be affixed to any instrument except by the authority of the Committee and the affixing of the common seal shall be attested by the signatures either of two (2) members of the Committee or of one member of the Committee and of the Public Officer or Secretary.

Custody of Books, etc.

- 36.1 Except as otherwise provided by these rules, the Public Officer shall keep in his or her custody or under his or her control all records, books and other documents relating to the Association.

Inspection of Books

- 37.1 The records, books and other documents of the Association shall be open for inspection, free of charge, by a member of the Association at any reasonable hour.

Service of Notices

- 38.1 For the purpose of these rules, a notice may be served by or on behalf of the Association upon any member either personally or by sending it by post to the member at the member's address shown in the register of members.
- 38.2 Where a document is sent to a person by properly addressing, prepaying and posting to the person a letter containing the document, the document shall, unless the contrary is proved, be deemed for the purposes of these rules to have been served on the member at the time at which the letter would have been delivered in the ordinary course of post

Surplus Property

- 39.1 At the first available general meeting of the Association, the Association shall pass a special resolution nominating an incorporated association pursuant to section 53(2) of the Act in the event of winding up or cancellation of the incorporation of the Association.
- 39.2 The incorporated association so nominated shall be one, which fulfills the requirements specified in section 53(2) (a) – (c) of the Act.

Life Members

- 40.1 A life membership of the club shall be awarded to any member who has given meritorious service to the Club over a number of years.
- 40.2 Not more than two (2) life members shall be elected in any one (1) year.
- 40.3 All nominations for life membership shall be in writing and shall be in the hands of the Association Secretary at least 14 days prior to the annual general meeting of the Association.
- 40.4 All nominations for life membership will be investigated by the Committee, who shall submit a recommendation to the Annual General Meeting.



**ALBURY
UNITED**
SOCCER CLUB

United we stand!