

Constitution

1. **NAME:** The name of the Club is *Trigg Junior Boardriders Club (Inc)* hereinafter referred to as the "Club"
2. **OBJECTIVES:** The objectives of the "Club" are:-
 - 2.1. To encourage juniors to participate in surfing.
 - 2.2. To provide a atmosphere whereby juniors interested in surfing can meet and compete in a safe and socially rewarding environment.
 - 2.3. To assist juniors in developing surfing skills and confidence in a variety of surf conditions.
 - 2.4. To provide a link to other surfing bodies including the peak surfing body thereby allowing those with high skill levels to move to higher levels of competition.
3. **POWERS OF THE CLUB:**
 - 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 its money in any manner authorised by the rules of the Club
 - 3.4. To appoint agents to transact any business of the Club on its behalf; and
 - 3.5. To enter into any other contract the Club considers necessary or desirable.
4. **MEMBERSHIP:**
 - 4.1. Membership shall be open to any junior person (aged from 8 to 17 years as from the 1st January).
 - 4.2. Any person seeking membership shall make application to the Committee, and the Committee shall determine whether the application is successful or not. Applications denied membership shall be advised in writing.
 - 4.3. Each person admitted to membership shall be;
 - 4.3.1 Bound by the Constitution and By-laws of the Club.
 - 4.3.2 Come liable for such fees & subscriptions as may be fixed by the Club.
 - 4.3.3 Entitled to all advantages and privileges of membership.
 - 4.4. Membership Categories:
 - 4.4.1 **ORDINARY MEMBER :** Any junior person aged between 8 & 17 years as from 1st January of each year who is a financial member of the Club (or their parents or legal guardians) is entitled to hold any office and enjoy the privileges of the Club.
 - 4.5. The Committee shall appoint a member of the Committee to maintain an up to date register of members of the Club.

5. TERMINATION OF MEMBERSHIP

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

Resignation

False or inaccurate statements made in the member's application for membership of the Club, breach of any rule, regulation or By-law of the Club or by any act detrimental to the Club.

The Management Committee shall have the power to suspend or expel any member of the Club for any of the events in Item 5 .1 above.

Any member who is expelled, suspended or has their membership terminated, shall have the right to appeal against their suspension or expulsion by presenting their case to a General Meeting called for such purpose, and the decision of the General Meeting shall be final.

6. COMMITTEE

- 6.1. Management of the Club shall be vested in the Committee elected by the members at the Annual General Meeting and consisting of-
 - 6.1.1. President
 - 6.1.2. Vice President (as required)
 - 6.1.3. Secretary
 - 6.1.4. Treasurer
 - 6.1.5. Registrar
 - 6.1.6. Competition & Coaching co-ordinator
 - 6.1.7. Committee Members (as required)
- 6.2. A person shall cease to be a member of the Committee at the conclusion of the Annual General Meeting which follows his / her election and he will be eligible for re-election.
- 6.3. A quorum of the Committee shall be a half of its members plus one.
- 6.4. If the President or Vice President is unable to attend, then a chairperson nominated by the meeting shall chair that meeting.

7. COMMITTEE - TERMS OF REFERENCE

- 7.1. The Committee shall carry out the day-to-day running of the Club and shall have the power to:
 - 7.1.1. Administer the finances, appoint bankers, and direct the opening of banking accounts for specific purposes and to transfer funds from one account to another, and to close any such account;
 - 7.1.2. Fix the manner in which such banking accounts shall be operated upon, providing all payments are passed by the Committee;
 - 7.1.3. 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.
 - 7.1.4. Adjudicate on all matters brought before it which in any way affect the Club.
 - 7.1.5. Cause minutes to be made of all proceedings at meetings of the Committee and General Meetings of members;
 - 7.1.6. Make, amend and rescind rulings and By-laws;
 - 7.1.7. Have the power to form and appoint any sub committee/s as required for specific purposes;
 - 7.1.8. May at their discretion employ a person or persons to carry out certain duties required by the Club, at salaries or remunerations for such period of time, as may be deemed necessary.
 - 7.1.9. Should a vacancy occur on the Committee during the season, the Committee shall appoint a successor until the next Annual General Meeting.
 - 7.1.10. 7.1.10 Appoint an officer/s or agent of the Committee to have custody of the Club's records, documents and securities.

8. AUDITOR

- 8.1. Appointed at discretion of Committee (not deemed to be a normal occurrence).

9. GENERAL MEETINGS:

9.1. Annual General Meeting

- 9.1.1. The Annual General Meeting of the Club must be held within four months of the end of the club's financial year.
- 9.1.2. The Secretary shall give at least fourteen (14) days notice of the date of the Annual General Meeting, to members.
- 9.1.3. All financial members or their parents or guardians may attend the Annual General Meeting.
- 9.1.4. The quorum at the Annual General Meeting, shall be a minimum of ten members. If, at the end of 30 minutes after the time appointed in the notice for the opening of the Meeting, there be no quorum the meeting shall stand and adjourn for one week. If at such meeting, there is no quorum those members present shall be competent to discharge the business of the meeting.
- 9.1.5. The agenda for an Annual General Meeting shall be:
 - * Opening of Meeting
 - * Apologies
 - * Confirmation of Minutes of previous Annual General Meeting
 - * Presentation of Annual Report
 - * Adoption of Annual Report
 - * Presentation of Treasurer's statement
 - * Election of New Committee
 - * Vote of Thanks to outgoing Committee
 - * Determination of Annual Membership Fee
 - * Notice/s of Motion.
 - * Urgent general business.
 - * Closure

9.2. General Meetings

- 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 ten members of the Club.
- 9.2.2. The Secretary shall give at least seven (7) days' notice, in writing, of the date of the General Meeting to the 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 members.

10. 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 (or their parent/guardian) present shall have one (1) vote.

10.2. Voting powers at 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 committee member present shall have one (1) vote.

11. FINANCE:

- 11.1. All funds of the Club shall be deposited into the Club's accounts at such bank or recognised financial institution as the Committee may determine.
- 11.2. All accounts due by the Club shall be paid by cheque after having been passed for payment at the Committee Meeting and when immediate payment is necessary shall be paid and the action endorsed at the next Committee Meeting.
- 11.3. The Secretary shall not spend more than a set amount Petty Cash without the consent of the Committee, and shall keep a record of such expenditure in a Petty Cash Book.
- 11.4. A statement showing the financial position of the Club shall be tabled at each Committee Meeting or as determined by the Committee.
- 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 Club shall commence on November 1st each year.
- 11.7. The signatories to the Club's account's will be the Treasurer and any one (1) from the following; President, Vice President, Secretary, Treasurer
- 11.8. All property and income of the Club will apply solely to the promotion of the objects of the Club 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. COMMON SEAL (A rubber stamp on which is engraved the Club's name).

The common seal of the Club shall be kept in the care of the Secretary. The seal shall not be used or affixed to any deed or other document except pursuant to a resolution of the Management Committee and in the presence of at least the President-and one member of the Committee, who shall subscribe their name as witness.

13. DISSOLUTION:

- 13.1. If, on the winding up of the Club, any property of the Club remains after satisfaction of the debts and liabilities of the Club and the costs, charges and expenses of that winding up, that property shall be distributed equally to all financial members at the time of dissolution.