

THE CONSTITUTION

OF

JORDAN SPRINGS JOEYS FOOTBALL CLUB INCORPORATED

Interpretation:

In these rules, unless the context indicates otherwise, the following expressions have the meanings as set out below:

AGM	Means the Annual General Meeting.
The Club	Means the Jordan Springs Joeys Football Club Incorporated.
EC	Means the Executive Committee.
ECM	Means an Executive Committee Meeting.
Gender	Means Male or Female
GM	Means a General Meeting.
MC	Means the Management Committee.
MCM	Means a Management Committee Meeting.
Member	Means a member of the club who can be a Club Committee, Member, Life Member,
Honorary	Member Coach, Manager, Player, Parent or Guardian of a Player.
Junior	Means under the age of 18 years.
Senior	Means 18 years and over.
SGM	Means a Special General Meeting.

The Committee - consists of all elected or seconded officials of the Club and shall also be known as the Management Committee.

The Management Committee - shall also be known as The Committee.

The Executive Committee - consists of the President, Vice President, Secretary, Treasurer & Competition Secretary.

The Act means the Association Incorporation Act, 1985.

The Regulation means the Association Incorporation Regulation, 1985.

The Commissioner means an official from the NSW Department of Fair Trading.

Words in the singular will also include the plural.

Gender refers to Male or Female.

1. Objectives:

The objectives of the Club will be to:

- a. Promote football and social activities for Members of the Club.
- b. Promote and maintain the highest possible standard of sportsmanship.
- c. Affiliate with the Nepean Football Association and other sporting organisations as decided from time to time.
- d. Participate in sporting competitions organised by but not limited to, the various sporting organisations to which the club affiliated.
- e. All income shall be used for the benefit of the members and will not be distributed as income or dividends.

2. Membership:

- a. Membership of the Club will be open to all persons, wishing to participate in the sporting activities of the Club.
- b. Life Membership of the Club may be conferred by the AGM of the Club on the recommendation of the MC, on any member who has made an outstanding contribution to the Club over a number of years.
- c. Honorary membership will be conferred on all Committee members and can be conferred on Coaches, Managers and other people as the Committee deem appropriate.
- d. The age restriction will be as set out by the Nepean Football Association (herein known as NFA) and other sporting organisations as decided from time to time.
- e. People who have been banned and/or deemed un-financial by NFA are not entitled to any form of membership unless approved by the Committee. Any player and/or team that wishes to transfer to Jordan Springs Joeys FC from another Club may have their registration rejected if it is deemed 'Not in the interest of the Club'.
- f. For a player to be deemed 'Not in the Interest of the Club' the EC and MC must reach a unanimous decision and those results and reasons noted in the EC/MC Minutes. The decision of the EC/MC is final and will not be subject to any appeals process.

Nomination for Membership:

- (a) Playing Membership
 - i. Online registration system as designed each year for playing members must be completed and all fees as determined by the Committee shall be paid upon presenting the receipt of completion of online registration.
 - ii. All playing members of the Club shall pay an annual membership fee to the Club as determined by the Committee.
 - iii. All applications for membership are subject to Committee approval, before being formally accepted.

(b) Non-Playing Membership.

Nonplaying membership is conferred as per section 3 (2) & 3 (3)

- i. Parents &/or Guardians of Junior members, will subject to approval of the Committee, be granted Honorary Membership to the Club. Honorary Membership will be granted on the basis of one honorary membership per junior member, with a maximum of two honorary memberships per family. The voting rights of honorary members are as defined in paragraph 20 Voting. The committee's decision on conferring honorary membership is not subject to appeal.
- ii. Nomination for Life Membership shall be made to the Management Committee, for submission at least 3 weeks prior to the next Annual General Meeting.
- iii. Online registration system as designed each year nonplaying members such as coaches, managers, committee members & club referees must be completed.

3. Cessation of Membership:

A person ceases to be a member of the Club:

- a. If the person dies.
- b. If the person resigns that membership and has paid all money owed and returned all club property.
- c. Is expelled from the Club and has paid all money owed and returned all club property.
- d. At the end of the Annual General Meeting or presentation day of the year, whichever comes last.
- e. In the case of death of a playing member the Committee may deem the parents / guardians as honorary members till the Annual General Meeting of the year.

4. Membership entitlements not transferable:

A right, privilege, or obligation which a person has by reason of being a member of the Club:

- a. Is not transferable, and
- b. Terminates upon cessation of the person's membership as per the above clause.

5. Disciplining of Members:

Following a written complaint received by the Secretary within seven days of an incident occurring, a preliminary investigation by the Committee is to be initiated. Where the Committee is of the opinion that a Club Member has:

- a. Refused or neglected to comply with these rules or by laws.
- b. Acted in a manner prejudicial to the interests of the Club or Association.
- c. Has infringed the Code of Conduct.

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The Committee may by resolution call that member, or other Person, before it to explain his/her actions.

- a. The Secretary shall, ensure that the member is notified of the following:
- b. Requests the member's attendance, setting out the reasons for the request.
- c. State the date, time and place of the meeting, to be held within 7 days of the notification.
- d. His/her to submit a written report and/or speak at the meeting.
- e. His/her right to submit written witness statements and/or have witnesses speak at the meeting.
- f. The member may request that the meeting as requested by the Secretary or his delegate be postponed for up to 7 days.
- g. The Member will be informed of the Committees decision and the penalty if one is imposed at the meeting.
- h. The Secretary shall confirm the meetings decision and penalty if one was imposed to the member in writing and indicate that the member has a right of appeal.
- i. If the member fails to attend the meeting as requested, the committee have the right to suspend that member from all Club activities including playing games until he appears before the committee.
- j. If the member does not attend the disciplinary meeting, the meeting will be held in their absence.

Right of appeal of disciplined member:

- k. A member, who was disciplined, suspended or expelled, may lodge an appeal against the Committee's decision, within 7 days of the meeting, by lodging a notice to that effect with the Secretary.
- l. Once an Appeal is lodged in accordance with the previous clause, the Secretary shall notify the Committee which shall convene an Appeals Board consisting of 5 People. These people shall be either Life Members, current Team Coaches, or current Team Managers, excluding current members of the EC or MC.

At the convened Appeals Board Meeting:

- m. Minutes are to be taken of the meeting and submitted to the Secretary for safekeeping.
- n. Both the Committee and the member shall be given the opportunity to state their respective cases for & against the original decision.
- o. The Appeals Board members shall inform both parties of their decision to uphold or dismiss the appeal before concluding the meeting.

6. Life Membership

Members may be nominated for life membership status prior to the AGM each year. No more than two nominations will be accepted each year. The criteria for life membership is as follows;

- a. Demonstrated, measurable contribution to Jordan Springs Joeys Football Club.
- b. At least 10 years continuous service to the club, or 12 years interrupted service.
- c. A minimum of 5 years in specific roles:
 - Committee
 - Fundraising
 - Co-ordinator
 - Other roles deemed appropriate by the committee
- d. Represent the club with distinction
- e. Demonstrated leadership, good sportsmanship and is a role model to other members.
- f. Participate to a much greater extent than the average member as a consistent, regular and reliable person.
- g. Actively be involved in the development of members, especially the juniors through coaching, administration or official capacity.
- h. Regularly assist with the 'hands on' running of the club e.g., refereeing, ground official, presentation days.

Nominations must be in writing and be supported by 2 current financial members.

For a member to be given Life Member status the nomination must be supported by 80% of the serving executive committee.

A Life member of Jordan Springs Joeys Football Club will receive all the benefits afforded to them including;

- Award of the Life Membership at the Jordan Springs Joeys Football Club Executive Annual General meeting
- Exemption from fees associated with the Football Club (this excludes player game fees)
- Exemption from all costs associated with social functions organised by the club (this privilege is only extended to the Life Member - not their partner or other family members)
- Personal invitation to both junior and senior presentation events
- Listing in the Football Club web site and other official documents
- Status of being a member of a select group within the club
- Ability to include award recognition on Curriculum Vitae

Process for Assessing Applications for Life Membership

Nominations for Life membership should be forwarded by a Committee member to the President of the Club Committee no later than 4 weeks before the AGM in each year

Nominees should demonstrate

- attainment of minimum service requirements.
- an outstanding contribution in at least one of the four areas of service with at least some contribution in two of the other three areas or contribution deemed appropriate at the discretion of the Committee

Other details of exemplary service.

The final list of endorsed nominations for the award of Life Membership will be submitted to Executive Committee members (being President, Vice-President, Treasurer, Secretary and Registrar) for agreement before the AGM. Subject to agreement by 80% of Executive Committee members, Life Membership may be awarded at the next Club Annual General Meeting.

Retraction of a Life Membership Award may occur where the recipient has conducted him/herself in a manner that reflects directly and adversely on the image or activities of the Club.

This provision will only be exercised in exceptional circumstances and will require the full support of the Jordan Springs Joeys Football Club Executive to be enacted. As part of the deliberations, the Life Member in question is also to be given an opportunity to present their case.

Only ONE recipient should receive this award in any one-year period. The club recognises that exceptional circumstances may arise, when two worthy recipients are eligible. It will be then at the discretion of the executive committee how many awards are given.

It should also be recognised that life membership does not have to be awarded each year.

The Committee:

7. Powers etc., of the Committee:

The Management Committee of the Club, subject to the Act, the Regulation and these rules and to any resolution passed by the Club:

- Must abide by and enforce this Constitution and the associated By-Laws.
- Has the power to transfer the responsibilities of a Committee Member to different Committee Member where the elected member is not available, unless rules to the contrary exist.
- Shall control and manage with due diligence the affairs of the Club.
- Exercise all such functions as may have been voted on by a GM of members of the Club.
- Has power to perform all such acts and do all such things as appears to the Committee to be necessary or desirable for the proper management of the affairs of the Club.
- The MC shall have the final decision on any disputes regarding the interpretation of the constitution and by-laws.

8. Constitution and Membership:

Subject in the case of the first members of the Committee to section 21 of the Act, the Committee shall consist of:

The Executive Committee Members of the Club.

The Management Committee Members of the Club.

Each of the above-mentioned shall be elected at the AGM of the Club pursuant to rule 15.

- (a) The Executive Committee Members of the Club shall be:
 - i. The President.
 - ii. The Vice-President.
 - iii. The Treasurer.
 - iv. The Secretary.
 - v. The Competition Secretary.
- (b) The Management Committee members of the Club shall be:
 - i. The members of the EC.
 - ii. The Registrar.
 - iii. The Mini Teams Coordinator.
 - iv. Female Football Coordinator.
 - v. The Equipment Officer.
 - vi. The Canteen Manager.
 - vii. The Grounds Manager.
 - viii. The Director of Coaching (appointed by EC).
 - ix. The Member Protection Information Officer.
 - x. General Committee Members.
 - xi. Club Marketing Officer.
 - xii. Communications Officer.

Each member of the Committee shall, subject to these rules, hold office until the 31st October following the date of the member's election, but is eligible for re-election.

The committee elect shall take office when the incumbent committee stands down.

In the event of a casual vacancy occurring in the Committee, the Committee may appoint a member of the Club, or other person, to fill the vacancy, as per paragraph 13, and the member so appointed shall hold office, subject to these rules, until the 31st October following the date of the appointment.

The Executive Committee may be ex-officio members of any sub-committees within the Club.

9. Duties and Functions – Executive Committee:

a. President

The President should be the Chairperson of all GM's, MCM's ECM's and SGM's. The President shall conduct all such meetings in accordance with the constitution and by-laws of the Club and in accordance with the accepted rules of debate. The President may be the senior delegate of the Club at meetings, functions and assemblies of other clubs, associations, institutions or companies with which the Club is associated, affiliated or invited to participate.

The President shall be responsible to ascertain that the functions of all Committee members are carried out in accordance with the constitution and by-laws of the Club.

b. Vice President

The Vice President should perform all the functions of the President in the absence of the President. The Vice President may represent the Club at meetings, assemblies or functions of other soccer associations, clubs or institutions with which the Club is affiliated or at which the Club is invited to attend.

c. Treasurer

It is the duty of the Treasurer of the Club to ensure that: -

- i. All monies due to the Club is collected, received and banked and an official receipt is issued.
- ii. Ensure that all payments authorised by the Club are made in a timely manner.
- iii. Ensure that the correct books and accounts are kept showing the financial affairs of the Club including full details of all receipts and expenditure connected with activities of the Club.
- iv. The Treasurer shall prepare a statement of income and expenditure for presentation to the MC each month and shall produce an audited financial statement for consideration at the AGM. The treasurer should in conjunction with various members of the MC, prepare a budget for the forthcoming financial year for consideration of the MC.
- v. The Treasurer of the Club shall, as soon as practicable after being appointed as Treasurer, lodge notice with any financial institution the Club may have dealings with and provided documentation and specimen signatures of all new signatories.

d. Secretary

The Secretary of the Club shall, as soon as practicable after being appointed as Secretary, lodge notice with the Club of his or her address or the business address of the club.

It is the duty of the Secretary to keep:

- i. Records of all appointments of Committee members:
- ii. Minutes of all proceedings at ECM's, MCM's, GM's, SGM's, and AGM's, including attendances, apologies and ensure that the minutes are signed by the Chairperson of the meeting or by the chairperson of the next succeeding meeting.

- iii. The Secretary shall be responsible for the day-to-day business of the Club and shall receive and dispatch all correspondence.
- iv. The Secretary shall be responsible for notifying all members of the date, place and time for all meetings in accordance with this Constitution and, in the case of the AGM, shall prepare an annual report and an agenda for circulation to all members.
- v. The Secretary may be a delegate of the Club at meetings, assemblies and functions of other clubs, associations, institutions or companies with which the Club is associated, affiliated or invited to participate.

e. Competition Secretary

- i. The Competition Secretary shall advise all Coaches and Managers of all scheduled matches as provided by the affiliated association and/or any other affiliated organisation.
- ii. Record and forward all official match results to the association of which the Club is affiliated and liaise with that association.
- iii. Liaise with the Grounds Person, team Coaches and Managers in the event of any social/trial games that have been arranged.
- iv. Receive notification of fines and suspensions from the affiliated association and liaise with the MC and the relevant coach, manager and player to ensure the fine is paid by the player or team as appropriate.

10. Duties and Functions - Management Committee Members:

a. Registrar

- i. In conjunction with the MC, organise the appropriate registration days, ensuring that all requirements are adhered to as to the necessary regulations, to correctly register players under the rules of the Club and those of the affiliated association.
- ii. Control and maintain the Players Register.
- iii. Keep records of all monies collected during registration.
- iv. Shall pay to the Treasurer all monies received from player registrations.

b. Mini Teams Coordinator.

- i. Responsible for the organisation and running of all non-competition teams during home games.
- ii. Distribution of all information concerning the Club and the competition to Coaches and Managers of Mini Soccer Teams.
- iii. Closely communicate with, assist, advise nurture & mentor all coaches, managers, players & parents/guardians of the teams registered in the Mini Football age groups.

c. **Equipment Officer.**

- i. Responsible for ordering, receipt, accounting for, Distribution and collection of all gear and equipment supplied by and owned by the Club.
- ii. Maintain a register of all persons in the Club who have the use of Club equipment and shall keep the MC informed of all equipment not returned.
- iii. Ensure any demountable or portable posts are available.
- iv. Make recommendations to the MC regarding the purchase of additional or replacement equipment.

d. **Grounds Manager.**

- i. Maintaining markings on grounds, allocating training nights and times.
- ii. Ensuring Sponsor Board and Club Flag are displayed at home games.
- iii. The purchase of line marking requirements and report any need for servicing or upgrading of line marking equipment.
- iv. Advising on the condition of grounds including closure in the case of inclement weather.
- v. Visually check the safety of the fields prior to the commencement of games on game days.

e. **Canteen Manager**

Manage the purchasing of stock for the Canteen in conjunction with the Treasurer as well as the staffing of the Canteen.

f. **Director of Coaching**

- i. The Director of Coaching is appointed by the EC and is responsible for ensuring that all Club coaches maintain high standards of coaching and development.
- ii. Promote and arrange coaching and skills development courses and workshops.
- iii. Assist coaches in resolving coaching problems and assist where appointed by the Committee.

g. **General Committee**

Assist other members of the Committee as required.

h. **Member Protection Information Officer (MPIO)**

- i. Shall be the first point of contact for any complaint made about a parent, coach, manager or other member of the club and any complaint should be directed to the MPIO.
- ii. Shall liaise with the MC and EC with a view to providing sufficient information for the complaint to be properly considered.

- iii. The MPIO shall not be involved in the determination of any complaint.

i. Club Marketing / Communications Officer

- i. Obtaining sponsorship for the club.
- ii. Handling publicity with regards to sponsors and advertising
- iii. Liaising with sponsors and the MC.
- iv. Handling public relations or marketing matters regarding sponsorship in consultation with the MC.
- v. Maintain the web site responsibilities of the Club.
- vi. Liaise with the MC and Coaches and Managers in order to ensure that Club information is readily available, and the web site is regularly maintained for accuracy and content

11. Casual Vacancies

For the purposes of these rules, a casual vacancy in the office of the MC may occur if a member:

- a. Dies.
- b. Ceases to be a member of the Club.
- c. Resigns office by notice in writing given to the Secretary of the Club.
- d. Is removed from office under rule 18.
- e. Is absent without consent of the committee for three (3) consecutive meetings.
- f. A committee position remains vacant at the conclusion of the AGM.
- g. Casual vacancies on the MC may be filled by and at the discretion of the EC.

12. Election of Committee Members

Nominations of candidates for election as Committee members of the Club:

- a. Shall be made by the candidate on the nomination form.
- b. Shall be delivered to the Secretary of the Club not less than 2 weeks before the date of the AGM.
- c. Members may be nominated as candidates for more than one Committee position.
- d. Members may hold more than one Committee position but no more than one executive position unless the positions are unfilled.
- e. Candidates may include a short Resume of their skills that would benefit the Club, with their completed nomination form.
- f. Further verbal nominations will be sought at the AGM for those positions where insufficient formal nominations have been received.
- g. Any committee position remaining vacant at the conclusion of the AGM shall be deemed to be a casual vacancy.
- h. If the number of nominations received for a position is equal to the number of people required, the persons nominated shall be deemed to be elected.

- i. If the number of nominations received for a position exceeds the number of people required; a secret ballot shall then be held.
- j. The ballot for the election of Committee members shall be conducted at the AGM in such usual and proper manner as the Committee may direct.
- k. Two or more returning officers will be appointed at the meeting by the chairperson to count the votes.
- l. Ballot papers shall be destroyed at the end of counting as per paragraph 26.

Only senior members, of no less than two (2) years membership and in good standing with the Club, and Life Members will be eligible to stand for office on the EC, unless nominated by a current member of the EC and supported by the majority of the current EC.

Only adult financial members and Life Members will be eligible to vote at any meeting of the Club

13. Committee Meetings and Quorum

- a. The EC & MC shall meet as required at such place and time as the President or Secretary may determine.
- b. The Secretary shall give notice of each meeting to each committee member.
- c. Any 6 members of the EC / MC constitute a quorum for a Management Committee Meeting. Any 3 members of the EC constitute a quorum for an Executive Committee Meeting.
- d. The committee shall transact no business unless a quorum is present. If within half an hour of the appointed time of the meeting a quorum is not formed, the meeting shall be adjourned to a time and place notified by the Secretary.
- e. At a meeting of the EC or MC, the President, or in the absence of the President, the Vice President shall preside, or, if the President and the Vice President are absent or unwilling to act, such one of the remaining members of the EC may preside at the meeting.
- f. Any decisions of the EC need to be ratified at the next MCM or GM.

14. Annual General Meetings

The Club shall convene an AGM no later than 31st October of each year. The financial year will be 12 months ending on the 31st October of each year.

- a. The Secretary shall, at least 4 weeks before the date fixed for the holding of the AGM, give notice of the date, time, place and details of the business proposed to be transacted at the meeting. No business shall be transacted unless a quorum of 15 members that are entitled to vote are present.
- b. A question arising at a meeting of the Club shall be determined on a show of hands or secret ballot. The chairperson shall declare that the question has been carried, carried unanimously or lost and that declaration shall be noted in the minute book of the Club.
- c. A secret ballot may be demanded by the chairperson or by not less than 3 members present at the meeting. Where a poll is demanded at a meeting, the ballot shall be taken immediately where the ballot relates to an election of a chairperson, or to the

question of an adjournment, or as directed to by the chairperson during the meeting. The resolution of the ballot shall be deemed to be the resolution of the meeting on that matter.

- d. When a secret ballot is called for, two or more returning officers will be appointed at the meeting by the chairperson to count the votes. The returning officers will tally the voting and report the results to the chairperson. At the conclusion of all the voting, all voting slips shall be destroyed.
- e. In addition to any other business which may be transacted at an AGM. the business of an AGM shall be:
 - i. To confirm the minutes of the last AGM and any SGM held since that meeting.
 - ii. To receive from the committee reports upon the activities of the Club during the last preceding financial year.
 - iii. To elect the following years EC and MC members of the Club.
 - iv. To receive and consider the financial statement which is required to be submitted to members pursuant to section 26 (6) of the Act.
 - v. To elect an Auditor for the following Season.
 - vi. To consider any nominations for Life Membership.
 - vii. To decide on any "notices of motion" calling for alterations to either the Constitution or the By-Laws.
 - viii. No business other than that covered by "notices of motions" shall be transacted at the meeting.

15. Special General Meetings:

- a. The MC may, whenever it thinks fit, convene a SGM of the Club after giving 21 days' notice.
- b. The MC shall convene a SGM, following a written request from Club Members to the Secretary of the Club.
- c. The request shall state the motion(s) to be put to the SGM together with any supporting arguments and signed by 30 current financial members, as indicated by their signatures, names and addresses.
- d. The request may consist of several documents in a similar form.
- e. If the committee fails to convene a SGM within 8 weeks after the receipt of a request by members for that SGM to be held, any one or more of those members who made the request for that SGM may convene a SGM to be held not later than 12 weeks after that date.
- f. A SGM convened by a member, as referred to in the previous clause, shall be convened as nearly as is practicable, in the same manner as GM's.
- g. Any motions passed as referred to in the previous two Clauses, must be submitted to the Secretary of the club as soon as practicable after the meeting.
- h. The quorum for a SGM is two thirds of those members requesting a SGM. The

meeting will be abandoned as null and void if this requirement is not met. The Quorum for a SGM called for by the MC shall be 15 members.

- i. No business other than that specified in the notice convening the meeting shall be transacted at the meeting.
- j. A question arising at a meeting of the Club shall be determined on a show of hands. The chairperson shall declare that the question has been carried, carried unanimously or lost and that declaration shall be noted in the minute book of the Club.
- k. At a Meeting of the Club, a ballot may be demanded by the chairperson or by not less than 3 members present at the meeting.
- l. Where a poll is demanded at a meeting, the ballot shall be taken:
- m. Immediately where the ballot relates to an election of a chairperson, or to the question of an adjournment or
- n. As directed to by the chairperson during the meeting. The resolution of the ballot shall be deemed to be the resolution of the meeting on that matter.

16. General Meetings:

- a. General Meetings will be held monthly as determined by the MC. The date, time and venue will be determined by the MC.
- b. A member desiring to bring any business before a GM may give notice in writing of that business to the Secretary of the Club.
- c. Notices of General Meetings are to be circulated to the members of the club, in a manner to be decided by the MC.
- d. All meetings will be of a maximum of three (3) hours duration with the exception that a single extension of thirty (30) minutes may be approved by the majority present if it appears that the business can be completed within the period of such extension.
- e. A total of 10 Club Members shall constitute a Quorum.

17. Special Resolution

A resolution of the Club is a special resolution if:

- a. It is passed by a majority which comprises of not less than three-quarters of such members of the Club as, being entitled under these rules, personally vote at a GM, provided the adequate notice is given to such special resolution;
- b. Where it is made to appear to the Commissioner that it is not possible or practicable for the resolution to be passed in the manner specified in paragraph (1) - the resolution is passed in a manner as specified by the Commissioner.

18. Voting

- a. Upon any question arising at a Meeting of the Club, a member is entitled to one vote only.
- b. All votes shall be given personally.
- c. In the event of equal votes at a Meeting of the Club, the chairperson of the meeting is entitled to exercise a second or casting vote.
- d. A person is not entitled to vote at any Meeting of the Club unless all money due and

payable by that person has been paid.

- e. Questions arising at a MCM shall be determined by a majority of the votes of members of the committee present at the meeting.
- f. Each member present at the MCM is entitled to one vote. In the event of a tied decision on any question, the Presiding Officer shall exercise a second or casting vote.
- g. The various Committees may act notwithstanding any vacancy on the committee.
- h. Any act or thing done or suffered, or purported to have been done or suffered, by the MC, is valid and effectual notwithstanding any defect that may afterwards be discovered in the appointment or qualifications of any member of the MC.

19. Insurance

- a. The Club shall effect and maintain insurance pursuant to section 44 of the Act.
- b. The Club may effect and maintain other insurance in addition to that specified in clause (a).

20. Funds - Source

- a. The funds of the Club shall be derived from match fees, annual subscriptions, donations or such other sources as the MC determines.
- b. All monies received by the Club shall be passed onto the Treasurer of the Club for depositing, as soon as practicable, to the bank account conducted by the Club.
- c. The Treasurer of the Club shall, as soon as practicable after receiving any monies, issue an appropriate receipt

21. Funds – Management

- a. Subject to any resolution passed, the funds of the Club shall be used in pursuance of the objectives of the Club in such a manner as determined by MC of the Club.
- b. All accounts payable by the Club shall be paid by electronic transfer “where practicable and a receipt for such payment must be provided.
- c. The signatories for the bank accounts of the Club shall be the President, Vice President, Secretary and Treasurer. Additional signatories are permitted at the discretion of the MC
- d. Any electronic transfers shall be authorized by two different signatories. Where there are additional signatories at least one of these signatures is to be the President, Secretary or Treasurer.

22. Alteration of objectives and rules

The Statement of Objectives and these rules may be altered, rescinded or added to only by way of a 75% majority at either a properly convened SGM or AGM.

23. Custody of books, etc.,

Except as otherwise provided by these rules, the Secretary of the Club shall keep in his/her custody, or under his/her control, all records, books and other documents relating to the affairs of the Club.

24. Privacy of Information

Any and all information collected by the Club shall be subject to these conditions.

- a. Things like Proof of Age Documentation, Election, Raffle, other Results and similar items shall be destroyed, as soon as the intended use of the item has been concluded.
- b. Players personal Information collected by the Club is for the Clubs use only and will only be distributed to other people including Committee Members on a need-to-know basis, with the exception of that information that must be passed onto, any association or other body that we are affiliated with.
- c. Under no circumstances, will any information collected for the Club's use, be divulged to any other person or entity for any reason.
- d. Team Coaches and Managers are not entitled to collect any additional player information other than that sought by the Club.

25. Inspection of books etc.

- a. The records, books or other documents of the Club shall be open for inspection, free of charge, by any financial member of the Club, who has given at least 14 days' notice, in writing, to the Secretary of the Club.
- b. Will be available for subsequent inspection at a time and place as deemed appropriate by the MC.
- c. Such documentation cannot be copied, photographed or removed by the member unless approved by the MC.
- d. All the above inspections shall be supervised by delegates of the MC.

26. Service of Notices

For the purpose of these rules, a notice may be served by or on behalf of the Club upon any member of the Club either personally or by post to the address of the member as it appears in the Register of Members. Where a notice is posted, service is considered effective at the time that the notice would have normally been received by ordinary post

27. Disbanding of the Club

Should the Club, for any reason be disbanded, any monies or assets of the Club will be handed over to the Trustees comprising of two nominees of the retiring MC plus one other nominee from one of the following organisations (if possible):

- a. The Penrith City Council.
- b. The NFA.
- c. NSW Department of Leisure, Sport & Tourism.

28. Auditors

The Club may appoint an Auditor at the AGM each year. The person appointed shall not be Committee members of the Club.

29. Colours/Logo of the Club

All players participating in football competitions for the Club will wear the uniform of the Club as approved by the MC and defined in the by-laws of the Club.

The Jordan Springs Joeys Logo is NOT to be used or reproduced without the express written consent of the EC. Member/s or Team/s who fail to abide by this could be liable to a fine/sanction imposed by the EC, which the outcome will have no right of appeal.

30. Service Awards Criteria

Service awards are given in recognition of dedication to the club. Members are entitled to receive service awards after the following periods.

- a. Senior players – continuous registered player for 7 years
- b. Junior players – continuous registered player for 5 years.
- c. Non players – continuous service to the club for 5 years, in areas such as:
 - Coaching
 - Manager
 - Committee (executive or general)

Eligible people will receive recognition and a token of commitment to the club at the presentation day at the end of the season they complete the allocated years.

The award will take the form of a certificate and a plaque/medal or other award as deemed appropriate by the executive committee in that year.

Service awards will then be given after the first instance at 10 years for both seniors, juniors and non-players then in increments of 5 years

31. By-Laws

The MC and members of the Club shall abide by the Club by-laws. Any change to the by-laws by the MC must be published to notify all members. Members may by special resolution procedure, apply to have either the by-laws or this constitution changed at either a SGM or AGM.

KEN FENTON

KENNETH FENTON

President

Jordan Springs Joeys Football Club

29th December 2020

JOEYS FC