

# **DOUBLE BAY DIAMONDS NETBALL CLUB CONSTITUTION**



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## Title

The name of the club shall be Double Bay Diamonds Netball Club hereunder referred to as the “club”.

## Club Colours

The club colours shall be navy blue, blue and white.

## Objects

The objects of the club shall be:

- a) To further the interests of its members and promote the game of netball.
- b) To select and manage the club’s netball teams.
- c) To affiliate with the hosting Netball Association and Netball NSW.
- d) To cooperate with other affiliate organisations in NSW for the development of netball.
- e) To be a court of appeal in the case of dispute connected with netball within the club and affiliated association.

## Membership

Membership is open to:

- a) Playing members senior, junior and net-set-go, including male players aged 12 years and under.
- b) Non-playing members.

Senior, junior, net-set-go and non-playing members:

All senior, junior, net-set-go and non-playing members must make an application in writing on the registration forms provided by the club.

Membership of the club shall be yearly and will commence on the date of registration for each year of competition and shall lapse on 31 December of each year.

A person ceases to be a member of the club if the person:

- a) Resigns membership.
- b) Is expelled from the club.
- c) Is unfinancial.

## Register of Members

The club shall establish and maintain a register of all members, including the name and address of each person who is a member of the club.

## Fee Subscriptions

The fee subscriptions to be paid by members shall be determined by the club's Executive Committee.

Fees are relevant to the level of competition the player is assigned to each season.

Once registered, a withdrawal from the club will result in the forfeiture of administration fees as detailed at the point of registration.

## Selection of Teams

Players will be graded and teams formed as per the Double Bay Diamonds Grading Policy.

## Executive Committee

The following office bearers shall be elected:

- President
- Vice-President
- Secretary
- Treasurer
- Net-Set-Go Co-ordinator
- Junior Convenor
- Senior Convenor
- Umpires Convenor
- Coaching Co-ordinator
- Member Protection Officer
- Merchandise Co-ordinator
- Sponsorship Co-ordinator
- Social Media Co-Ordinator.

Existing office bearers shall be eligible for re-election.

A vacancy of the executive committee shall be filled by a member of the club.

The Executive Committee is responsible for:

- a) Control and managing the affairs of the club.
- b) Control the funds of the club, open and operate banking accounts, invest funds and pay accounts.
- c) Producing a financial report to be submitted at each meeting including the AGM.

## Sub-Committees

Sub-committees may be appointed annually by the Executive Committee to assist as required for grading, fundraising, social events etc. and will be selected for a particular purpose.

Two (2) delegates are required each year to attend Randwick Netball Association meetings.

## Powers of the Executive Committee

- a) The Executive Committee shall exercise the functions and powers of the club between meetings of the club and its decisions shall be subject to ratification by the club at its next meeting.
- b) The Executive Committee may take disciplinary action pursuant to this Constitution against any member of the club.
- c) The member concerned shall have the right to appeal within 7 days of the date of notification of the disciplinary action to be taken.
- d) Approve all teams, appoint coaches and managers.

## Powers of the Club

The office bearers of the club shall be responsible for the execution of the objects of the club and without any way limiting this responsibility shall have the power:

- a) To control and manage the affairs of the club.
- b) To fix fees payable by members and to enforce payment thereof.
- c) To control the funds of the club and for the that purpose to open and operate banking accounts.
- d) To represent the club at all Association meetings.
- e) To ensure that the registrar of the club forwards to the Association a list showing the names and addresses of existing members who have paid their annual subscription including any supplementary lists of additional applicants.
- f) All such lists shall differentiate types of members.

## Meetings

A written notice period of not less than 21 days shall be given to members of the committee specifying the time and place of the special meeting of the club and the nature of the business to be considered.

- a) The Secretary shall call a special meeting:
  - At the direction of the President or;
  - On a requisition signed by not less than a quarter of the members of the committee.
- b) The President shall chair all meetings, and in their absence, the Secretary will chair.
- c) Regular executive meetings shall be set by the office bearers throughout the year.
- d) Business arising at any meeting shall be determined by a majority of votes of members present and in the case of equality, the chairperson shall have a second or casting vote.
- e) Minutes of the meeting to be taken and provided at the next meeting for ratification.
- f) Meetings may be held electronically if required.
- g) A quorum of the club, special club meetings and AGM shall consist of at least half of the office bearers.

## Annual General Meeting (AGM)

A written notice period of not less than 21 days shall be given to members of the committee specifying the time and place of the AGM. The AGM may be held electronically if required.

The business of the AGM shall be:

- a) Confirmation of the minutes of the previous AGM.
- b) The consideration and adoption of the Annual Report and Balance Sheet.
- c) Such other business as the meeting sees fit.
- d) Election of office bearers.
- e) Office bearers appointed at the AGM shall assume office at the conclusion of the AGM and shall hold office for the ensuing year.

## Finance

The funds of the club shall be derived from annual subscriptions of members playing and other fees, donations, sponsorship and such sources as the executive committee determines.

The banking accounts of the club shall be kept at a bank approved by the club and may be accessed by the following executive:

- Treasurer
- President

A balance sheet shall be presented at each AGM.

A financial statement shall be presented at each meeting of the executive committee.

The books of the club may be audited each year by a qualified person who is not a member of the club at the request of the Executive Committee.

## Application of Income

As a not-for-profit organisation, the club must apply its funds and assets solely in pursuance of the objects of the club and must not conduct its affairs to provide a pecuniary gain for any of its members.

## Custody of Books

All records, books and other documents relating to the club shall be kept under the custody and control of the secretary except financial books which will be held by the Treasurer.

## Auditor

An auditor may be appointed at each Annual General Meeting as the Club's auditor for the then current financial year. Any vacancy occurring during the year in the office of auditor must be filled by the Committee.

The auditor has the power to request books, accounts and other documents relating to the affairs of the club to be produced at any time.

## Dissolution of the Club

The club may be dissolved if a committee cannot be formed.

If required, the club may choose to affiliate with another club

Any remaining property or funds may be transferred to another club as determined by the Executive Team and to be used for the promotion of netball.

## Constitution

This Constitution and by-laws may be revised and altered by special resolution passed by a majority of members present at an Annual General Meeting or Special General Meeting of the Club of which not less than twenty-one (21) days' notice has been emailed to members and/or placed on the club's website and social media.

## Enforcement of Constitution

The authority of the club shall extend to and be recognised by all members of the club.

The executive committee shall have the power to adjudicate on all questions and disputes regarding the interpretation of the Constitution and on any complaint made to it of misconduct detrimental to the policy, interests or welfare of the club.

The member concerned shall have the right of appeal in writing within 7 days of the date of notification of any disciplinary action to be taken against him/her.

If a player/s or team/s are reported by an official of the Association at any event under the control of the Association and action is to be taken such player/s or team/s and/or a representative from each team shall be called before a club disputes committee.