

ANUAFC CONSTITUTION

GENERAL

- This Document** **1** This document shall be the constitution of the Australian National University Australian Football Club hereinafter referred to as "the Club".
- Interpretation** **2** “General Meeting” means a special general meeting or an annual general meeting convened in accordance with the constitution.
“Year” means the period between the Annual General Meetings of the club.
“Executive Committee” refers to those positions listed under clause 6(1).
“General Committee” refers to those positions listed under clause 6(2).
“Committee” refers to all those positions in clause 6 collectively.
- Colours & emblems** **3** (1) The Club teams shall wear Royal Blue guernseys with a white 'V', Royal Blue Shorts and Blue and White horizontally striped socks.
(2) The emblem of the Club shall be a Griffin, the same as that in appendix A attached.
- Membership** **4** (1) Each member of the Club must first be either an ANU student or ANU SRA member in order to play football for the Club. This requirement must be met before Club playing fees are paid.
(2) Membership of the Club shall be open to all persons approved by the Committee upon payment of the annual subscription fixed under these rules.
(3) No person shall be entitled to vote or to use facilities provided by the Club unless they have paid the annual subscription fixed under these rules or have been accepted as Life Members of the Club under clause 25.
(4) All Members of the Club shall be subject to the direction, supervision and control of the Committee in the attainment of the Club's objects.
(5) Membership of the Club shall be annual and shall cover the period of one Annual General Meeting to the next Annual General Meeting.

MANAGEMENT

- The Committee** **5** The Committee constituted as provided by clause 6 of this constitution shall do all things necessary for the attainment of the Club's objects and all things incidental thereto.
- Structure** **6** (1) The Executive Committee of the Club shall consist of:
A President
A Vice-President
A Secretary
A Treasurer
A Student Representative
(2) The General Committee of the Club shall consist of:
Up to nine members and/or the Coaches
- Terms of Office** **7** The Committee shall, subject to this constitution, hold office until the declaration of elections at the next Annual General Meeting.

Distribution of duties	8	<p>(1) Within two weeks after the Annual General Meeting the Committee shall meet and elect from members of the General Committee to be assigned to complete the following tasks:</p> <ul style="list-style-type: none"> (a) Fees collection (b) Social functions (c) Sponsorship (d) Canteen (e) Uniforms (f) Medical equipment (g) Any other office it deems fit <p>(2) At such times that it is necessary to appoint a new Coach or Coaches the Executive Committee shall appoint from the ranks of the Committee or Club a Coaching Selection Panel who shall seek applicants for coaching positions, interview applicants and recommend to the Committee the appropriate appointments.</p>
Committee Members powers	9	<p>Any member of the Committee shall, subject to the direction and approval of the Executive Committee, have the power to implement any means necessary to assist in the proper performance of the duties assigned to them by the Executive Committee.</p>
Annual Report	10	<p>(1) The President shall prepare and submit to the Annual General Meeting a report on the activities of the Club during the preceding year.</p> <p>(2) The Treasurer shall present an audited statement of accounts for the year of office.</p>
Appointment of Coaches etc	11	<p>(1) The Committee shall appoint Coaches and Assistant Coaches (as required), subject to the advice of the Coaching Selection Panel as constituted under clause 8(2).</p> <p>(2) The Committee shall, in consultation with Coaches, organise the selection of Captains and Vice Captains for all teams before the first game of the season.</p>
Finance	12	<p>The Committee shall have the power to dispose of moneys of the Club as provided by clause 29.</p>
Ceasing to hold Office	13	<p>A Member of the Committee or any office bearer shall cease to hold office:</p> <ul style="list-style-type: none"> (a) if they die (b) upon ceasing to be a member of the Club (c) upon acceptance by the Committee of a notice of resignation signed by the member, or (d) if, in the opinion of the Committee, the member is continually absent from Committee meetings without leave or reasonable cause.
Vacancies	14	<p>The Executive Committee shall have the power to appoint any member of the Club to fill any vacancy on the Committee or in any other vacant position of the Club, whether occurring as a result of resignation, unfilled position or any other reason whatsoever, subject to the approval of that member.</p>

MEETINGS

- Annual General Meeting** **15** (1) The Club shall, in each year, hold an Annual General Meeting (AGM)
(2) The ordinary business of the AGM shall be:
(a) to confirm the minutes of the preceding AGM and any general meeting held since the preceding AGM
(b) to receive from the President and Treasurer their reports as prescribed by clause 10
(c) to elect the new Committee
(d) elect a Life Member if suitable nominations are received
(e) any other business
- Special General Meeting** **16** (1) The President shall, at any time, by the direction of the Executive Committee or upon notice signed by ten members, convene a Special General Meeting to deal with the business stated in the notice.
(2) If the President does not cause a Special General Meeting to be held within twenty one days from the date of receipt of the notice referred to in the preceding subclause, the requisitionists may convene the meeting, but any meeting so convened shall not be held after three months from the date of the receipt of the said notice.
(3) A Special General Meeting convened by the requisitionists in pursuance of the last preceding subclause shall be convened in the same manner, or as nearly as possible, as that in which those meetings are convened by the President.
(4) A Special General Meeting can be convened at the Annual Presentation Night of the Club for the specific and sole purpose of electing a Life Member. At such a meeting reading and approving the minutes of the last general meeting is not necessary and no other business will be allowed,
- Notice of General Meetings** **17** (1) The President of the Club, at least seven days before the date fixed for holding a General Meeting of the Club, shall communicate through all viable forms, and where possible in the Club Newsletter, the place day and time for holding the meeting, and the nature to be transacted thereat.
(2) A Special General Meeting convened at the Annual Presentation night of the Club with the specific and sole purpose of electing a Life Member can be convened by the Committee *with no notice*.
- Committee Meetings** **18** (1) The Committee shall be convened by the President by giving each member thereof at least three days notice of any meeting.
- Quorum General Meetings** **19** At General meetings of the Club twenty members shall constitute a Quorum. If within one hour after the appointed time for the commencement of a General Meeting or a meeting of the Committee a Quorum is not present, the meeting, if convened upon the requisition of the members shall be dissolved. If at the adjourned meeting a Quorum is not present within one hour after the time appointed for the commencement of the meeting, the meeting shall be dissolved.

- Presiding at meetings** **20** The President or in the absence of the President a member of the Executive Committee shall preside at General Meetings of the Club and meetings of the Committee.
- Voting** **21** At all meetings of the Club all resolutions shall be determined, subject to clauses 27 and 28 of this constitution, by simple majority of voting members present, except that in the case of an equality of votes the person presiding shall be entitled to a second or casting vote.
- Election of Committee** **22** (1) At the AGM of the Club nomination of candidates for the positions of President, Vice-President, Secretary, Treasurer, Student Representative and General Committee Members (up to nine) shall be in writing and signed by two members of the Club accompanied by the written consent of the candidate and submitted to the President prior to the beginning of the AGM.
(2) The Committee shall meet at least once each month and a Quorum at each such meeting shall be six members including two of the President, the Secretary and the Treasurer.
(3) If no written nominations for any given position are received prior to the beginning of the AGM nominations from the floor of the meeting will be accepted, subject to the nomination being seconded and the approval of the candidate.
(4) Only members or Life Members of the Club present at the AGM shall be entitled to vote in the election of the Committee.
(5) If insufficient nominations are received to fill all vacancies of the Committee the candidates nominated shall be deemed to be elected.
(6) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.
(7) If the number of nominations for any given position exceeds the number of vacancies to be filled, a ballot shall be held.
(8) The ballot for the election of the Committee shall be conducted at the AGM in such usual and proper manner as the chairman may direct.
(9) If a ballot for the position of President is required, then the candidate with the highest number of votes shall be the President.
- Sub-committees** **23** (1) The Executive Committee may at any time appoint a Sub-committee from the members of the Committee or if required members of the Club as it may think fit and shall prescribe the powers and functions thereof.
(2) A Member of the Committee shall be appointed by the Executive Committee to act as Chairman of a sub-committee and they shall report the activities of the sub-committee at each meeting of the Committee.
(3) A sub-committee shall meet within two weeks of the date of its appointment and thereafter shall meet from time to time as the Chairman sees fit upon giving reasonable notice to the members of the sub-committee.
(4) Three appointed members, or if less than three the number of members so appointed, constitute a Quorum at a meeting of a sub-committee.

(5) A sub-committee appointed under this clause shall be dissolved upon the completion of its functions or otherwise as the Executive Committee directs.

- Life Membership** **24** (1) At the AGM or Special General Meeting of the Club, the members present may elect anyone recommended by the Committee, in accordance with the next subclauses, to the status of Life Member whereupon that person shall without further payment of membership fees enjoy all the rights and privileges of ordinary membership including election to any office of the Club.
(2) Life membership may be bestowed on any member or volunteer who has provided a minimum of 10 years meritorious service to the club as agreed on by the Committee, or a minimum of 200 games for men or 125 games for women.
(3) Unless agreed on by a majority of the Committee, any nomination for the position of Life Member of the Club shall be submitted to the Secretary in writing at least fourteen days prior to the AGM or Presentation Night, whereupon the Committee shall upon consideration of the persons nominated, recommend to the AGM the nominees it considers fit for the position of Life Member.
- Recognition of Outstanding Contribution** **25** (1) Recognition of Outstanding Contribution is awarded to members or volunteers who have made a significant contribution to the Club over a sustained period by demonstrating principles of good sportsmanship and valued leadership. These points apply in whatever role the nominee has participated in during their service to the Club.
(2) The length of service to the Club shall be a minimum of 3 years in respect to Committee contributions and 5 years in respect to either on field or off field roles.
(3) Recognition of Outstanding Contribution will be considered and determined by the Committee annually and presented to recipients at the AGM or Presentation Night.
- Selection of players** **26** (1) The selection of the Club's teams shall be governed by a selection committee appointed by the Club Coach and approved by the Committee. It shall comprise the Club Coach, Team Coach, Captain and any others as required.
(2) At a meeting for the selection of each team three persons shall constitute a Quorum and each member shall have one vote only. In the event of a deadlock, the Club Coach shall have a second or deciding vote.
- Alteration of Constitution** **27** (1) This constitution may be altered at a General Meeting of the Club by resolution passed by a two thirds majority of members present and voting.
(2) Notice of the proposed amendment shall be included in the notice calling the General Meeting.
- Expulsion of Members** **28** (1) Subject to this clause the Committee may expel a member (including a member of the Committee) or holder of any position from the Club, if in the opinion of the Committee the member or other person has been guilty of conduct detrimental to the interests of the Club.
(2) Unless the person concerned lodges an appeal under the next succeeding clause the expulsion shall take effect on the expiration of fourteen days after

service of a notice in writing stating that the person has been expelled, specifying the grounds, and informing them of their rights under this clause.

(3) A person expelled by the Executive Committee under this clause may within fourteen days of service upon them of a notice referred to in the preceding clause, appeal against such expulsion whereupon the matter shall be referred to a Special General Meeting where members present shall vote on the question of whether the expulsion should be lifted or confirmed.

(4) If at the Special General Meeting a majority of the members present and voting vote in favour of the confirmation of the expulsion, the expulsion takes effect and the expelled member or other person ceases to be a member of or hold any position in the Club. If such a majority is not obtained the member shall thereupon be deemed not to have been expelled.

FINANCE

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| Finance | 29 | <p>The Committee shall have the power to dispose of moneys of the Club subject to the following;</p> <p>(1) All moneys and other property received by the Club shall be held in trust for the Club by the Committee.</p> <p>(2) All moneys received by the Club shall be deposited by the Treasurer as soon as possible after receipt in such account of the Club as the Committee shall deem appropriate.</p> <p>(3) Except with the authority of the Committee no payment of a sum exceeding one hundred dollars (\$100.00) shall be made on behalf of the Club except by means of a duly authorised and receipted amount drawn from an account of the Club.</p> <p>(4) The Treasurer or a member of the Committee authorised in writing by the Treasurer shall on behalf of the Club, receive all moneys paid to the Club and after the receipt thereof keep a record of receipt.</p> <p>(5) The Treasurer or a member of the Committee authorised in writing by the Treasurer to shall on behalf of the Club, prepare all invoices and receive all receipts of payments made in cash or electronically.</p> <p>(6) No disbursement of moneys shall be made unless authorised by the Committee upon submission of the Treasurer, provided that the Committee may in its discretion authorise in retrospect the expenditure of money on behalf of the Club in the case of an emergency.</p> <p>(7) If the Committee deems an excessive figure of moneys to have been generated, discretion is available for funds to be held in term deposits or elsewhere as deemed appropriate by the Committee.</p> <p>(8) The Treasurer shall furnish a statement of account to each meeting of the Committee together with a request for authority to pay outstanding accounts and items of proposed expenditure.</p> |
| Proposed Expenditure | 30 | <p>The annual subscription payable by members of the Club shall be the sum fixed at the AGM of the Club and shall be due and payable on or before round 4 of the current season.</p> |
| Financial Year | 31 | <p>The financial year of the Club is the period between the AGM of one year to the AGM of the next.</p> |

Appendix A

