

AUSTRALIAN NATIONAL UNIVERSITY AUSTRALIAN FOOTBALL CLUB

Australian National University Australian Football Club Constitution

October 2024

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Section 1 - Preliminary

1. Preamble

This document is the constitution of the Australian National University (ANU) Australian Football Club (ANUAFC or 'the Club')

The ANUAFC represents the student body and broader community, drawing strength from the diversity and passion of our Members.

We honour the Members who have come before, and acknowledge all they have done to build, grow and develop our club. We stand on their shoulders as we look to the future, determined always to ensure we maintain the Club as diverse, welcoming, competitive and healthy for generations to come.

2. Acknowledgement of Country

The Club acknowledges and pay respect to all of the Traditional Custodians of the land on which we play the great game of Australian Football, train, socialise, and call ourhome. We acknowledge this territory was never ceded.

We pay respect to Elders past, present, and emerging, and endeavour to recognise and honour all Aboriginal and Torres Strait Islander peoples in all their involvement with our Club.

3. Affiliation requirements

3.1. The Club is an ANU Sport Affiliated Club.

3.2. In the event of any conflict, discrepancy or inconsistency between this Constitution and the requirements of an ANU Sport Affiliated Club, the requirements of an ANU Sport Affiliated Club shall prevail.

4. Interpretation

4.1. In this Constitution, unless the contrary intention appears, the words and phrases shall have the meanings given to them as follows:

'Board' means the board of the Club, which is constituted by the Executive and General Office bearers.

'Coach' refers to the primary coach of any team fielded by the Club

'Executive' refers to the Executive Office bearers in accordance with clause 18.

'General Board' refers to the non-executive office bearers on the board.

'General Meeting' means a general meeting convened in accordance with the Constitution.

'Member' means a member of the Club in a category as specified in the Constitution.

'Year' means the period between the Annual General Meetings of the Club.

Section 2 - The Club and its purpose

5. The Club

- 5.1. The name of the Club is the Australian National University Australian Football Club (ANUAFC).
- 5.2. The Club is a not-for-profit entity established and located in Canberra, Australia that operates as an amateur sporting club
- 5.3. The objectives of the club are;
 - a) to foster Australian Football;
 - b) to provide opportunities to represent the ANU in appropriate local competitions.

6. Club Values

- 6.1. We achieve our purpose in accordance with the following values:
 - a) Community focused and team oriented
 - b) Competitive and fun
 - c) Inclusive and welcoming
 - d) Supportive and committed
 - e) Social and respectful
 - f) Equity minded

7. Official emblem, song and uniforms

- 7.1. The official emblem of the Club is the Griffin as per Schedule A
- 7.2. The official song/s of the club are as per the Club Charter
- 7.3. The traditional uniform of the Club shall be royal blue and white, or as otherwise approved by the Board from time to time.

8. General awards

- 8.1. The Board may award citations and recognition to Members that provide outstanding and sustained contribution to the Club at its discretion.
- 8.2. Nominations can be received by any Member at least 14 days prior to the AGM.
- 8.3. Awards will be considered and determined by the Board annually and presented to recipients at that year's Presentation Night.

9. Patronage

- 9.1. The Board may appoint a patron or patrons who shall hold that appointment until resignation or termination by the Board.

Section 3 - Membership

10. Admission

- 10.1. There is no limit to the number of Members.
- 10.2. Members of the club are:
 - a) The persons who consented to become Members in the Clubs application for registration; and
 - b) Any other person that agree to become Members and who the Executive Board admit to membership in accordance with this Constitution;
- 10.3. Applications for membership must be made in writing, including through electronic application, by the applicant (or an authorised representative), or otherwise in a form approved by the Board.
- 10.4. By completing and submitting an application form, the applicant agrees to become a Member of the Club and be bound by this Constitution and any applicable By-Laws prescribed by the Board from time to time.
- 10.5. Membership of the Club shall be annual.
- 10.6. Members must pay any applicable membership fees, as required and as agreed by the Board, to be eligible to play for a team under the auspices of the Club.

Life Members

- 10.7. The Executive may, by unanimous resolution, determine that a person is eligible for, and is to be granted membership as, a Life Member of the Club.
- 10.8. A person eligible for membership as a Life Member must be:
 - a) a person who has provided not less than ten years of meritorious service to the Club; or
 - b) a player who has played not less than 150 games for the Club; or
 - c) a person who has rendered outstanding service to the Club in some other capacity.
- 10.9. Nominations of eligible Members must be received by the Secretary in writing at least 14 days prior to the AGM for consideration by the Executive, unless otherwise agreed by resolution of the Board.
- 10.10. Life Members shall have all the rights and obligations of Voting Members for the remainder of their life without further payment of Club membership fees, subject to the ANU Sport board.

11. Categories of membership

- 11.1. The Board may from time to time create, determine, vary, and replace the categories of membership of the Club and the terms which apply to them. The Board (or the Club) must notify or otherwise communicate any such changes, to the Members, at least 30 days before those changes become effective.

- 11.2. The categories of membership must align with any requirements of an ANU Affiliated Club.

12. Official Members

- 12.1. Official Members, pursuant to payment of all applicable fees, are recognised as financial members of the ANU Sport and Recreation Association and receive all applicable privileges and benefits.
- 12.2. The Club recognises the following Official membership categories:
 - a) Student (ANU Student only) Members;
 - b) Associate Members;
 - c) Life Members.
- 12.3. The Club recognises Temporary membership in accordance with relevant ANU Sport policy.

13. Other Members

- 13.1. Other membership categories provide a mechanism to recognise Members that represent or contribute to the Club, either through sport, or as volunteers.
- 13.2. Other Members are bound by this constitution and uphold the objectives and values of the Club and the ANU.
- 13.3. Other Members are not considered financial members of ANU Sport, are not included in membership calculation of annual Club Grants and do not receive the applicable privileges or benefits.
- 13.4. The Club recognises the following Other membership categories:
 - a) Representative; and
 - b) Volunteer.

14. Rights of membership

- 14.1. The rights and privileges of every Member:
 - a) are personal to each Member;
 - b) terminate on cessation of membership; and
 - c) are not transferable.
- 14.2. All Members of the Club shall be subject to the direction, supervision and control of the Board in the attainment of the Club's objective.
- 14.3. All members of the Club are subject to any rules, regulations and code of conducts set by both ANU Sport and AFL Canberra.
- 14.4. The board will ensure, to the best of its ability, all members have access to insurance cover provided by competitions and the ANU.

Eligibility to play football

- 14.5. Subject to clause 10 and in accordance with clause 12, an Official Member is eligible to play Football for the Club in the AFL Canberra Senior competitions.

- 14.6. Subject to clause 10 and in accordance with clause 13, Other Member members are eligible to represent the Club in their respective competition, this includes the AFL Canberra Masters competition.

Voting Rights

- 14.7. The following members are recognised as voting members:
- a) Members of the Board; and
 - b) Official Members in accordance with clause 12.

15. Membership fees

- 15.1. Membership fees are paid annually
- 15.2. The Executive Board may choose to recognise partial memberships and offer any reasonable discount to membership fees. If offered it must be offered equitably to all members for any given season.

Official Members

- 15.3. Membership fees for Official Members, in accordance with clause 12:
- a) Are set and agreed annually by the Board prior to the start of the season and in accordance with [ANU Sport Policy](#).
 - b) Associate Members are required to pay a 'Club Affiliation Fee' set by the ANU Sport and Recreation Association.
 - c) All fees for which they are liable must be paid prior to week 4 of the season unless alternative arrangements are agreed to by the board.
- 15.4. For Members bestowed the title of 'Life Member' and for Temporary members, this clause does not apply.

Other Members

- 15.5. Any fees associated with membership pursuant to clause 13:
- a) Are set and agreed by the Board in consultation with the respective Member liaison as required.

16. Termination of membership

- 16.1. The Board may, by resolution, terminate a membership and expel the member from the Club, if:
- a) The Member's conduct, position, or circumstances render it undesirable or prejudicial to the interests of the Club that the Member continue to be a Member of the Club., including the relevant person is charged with or convicted of an indictable offence; or
 - b) the member refuses or neglects to comply with the provisions of this Constitution or a reasonable lawful direction of the Executive; or
 - c) the Member engages in discrimination, harassment, or abuse of others, or fails to respect the rights, dignity and worth of another person
- 16.2. Any Member ceasing to be a Member:

- a) will not be entitled to any refund (or part refund) of any membership fee or payment; and
 - b) will remain liable for and will pay to the Club all membership fees and monies which were due at the date of ceasing to be a Member.
- 16.3. Termination and expulsion shall take effect on the expiration of fourteen days after service of a notice in writing to the relevant person of the termination of membership and expulsion from the Club and the reason.
- 16.4. The Executive may, at their discretion, determine that a person's membership has not, or will not, cease if it is in the best interest of the Club.
- 16.5. As an Affiliated Club of ANU Sport, there are complaint resolution processes that can be accessed should an individual wish to appeal a Club decision.

17. Register of Membership

- 17.1. The Club shall keep the Register of membership. The Register may be in such form as the Executive Board may determine from time to time.

Section 4 - Administration

18. The Board, its purpose, number and composition

- 18.1. The Board shall do all things necessary for the attainment of the Club's objectives and all things incidental thereto, as outlined by this Constitution and in line with the Club's values.
- 18.2. The Board consists of the Executive Office bearers and General Office members, collectively the Board.
- 18.3. The minimum Executive Office bearers are:
 - a) President
 - b) Vice President
 - c) Treasurer
 - d) Secretary
 - e) Football Manager
- 18.4. General Office bearers are appointed as necessary to ensure the appropriate administration of the Club.
- 18.5. The Club may by resolution passed at a general meeting increase or reduce the maximum and/or minimum number of Executive Offices as necessary to fulfil clause 18.1.
- 18.6. The Executive may through unanimous decision increase or reduce the maximum and/or minimum number of General members on the Board as necessary to fulfil its duties in accordance with clause 18.1.
- 18.7. The Board may create a charter to provide guidance on the duties and responsibilities of its members.

19. Appointment of the Board

- 19.1. Any Member, in accordance with Section 3, may be elected to the Board and any Official Member may be elected to the Executive.
- 19.2. Nominations to Board positions will be received prior to the AGM and elected at the AGM for the forthcoming year.
- 19.3. The Board shall, subject to this Constitution, hold office until the declaration of elections at the next AGM.
- 19.4. The Executive may by unanimous resolution appoint any member of the Club to fill any vacancy on the Board or in any other vacant position of the Club subject to the approval of that member.

20. Board members' powers

- 20.1. Any member of the Board shall, subject to any Law, the direction and approval of the Executive Board and this Constitution, have the power to implement any necessary means to assist in the proper performance of the duties assigned to them by the Executive Board.

21. Duties of the Board

- 21.1. The business of the Club is managed by, or under the direction of the

Executive who may exercise all powers of the Club that this Constitution does not require to be exercised by the Club in general meeting.

- 21.2. The Board shall undertake duties in accordance with clause 18.1 and as outlined in the Club charter.
- 21.3. The Executive Board shall meet and elect members to tasks and subcommittees within 14 days after the AGM.

Annual Report

- 21.4. The President shall prepare and submit to the Annual General Meeting (AGM) a report on the activities of the Club during the preceding year.
- 21.5. The Treasurer shall present to the AGM a statement of profit and loss for the preceding year.

22. Vacation of Board position

- 22.1. A Board member vacates their position through written resignation, if they are unable to fulfil their duties, become ineligible in accordance with clause 19, or are removed in accordance with clause 22.5.
- 22.2. Within 30 days from the vacation of a position the Executive (or the Club) will inform Members and, request for nominations to fill the vacant position/s. A call for nominations must be made if an Executive office is made vacant.
- 22.3. The Executive, pursuant to clause 19.4, may appoint a nominee by resolution at the next board meeting. If there are multiple nominations received appointment is made by a simple majority of Board members present at the meeting.
- 22.4. A member of the Board elected under clause 22.3 is appointed for the remainder of the term.

Removal

If the conduct or position of any member of the Board is such that the continuance in office of that person appears to the majority of the Board to be prejudicial to the interests of the Club, a majority of the Executive at a meeting of the Board specifically called for that purpose may remove that member, including where:

- a) a member of the Board commits any act in breach of any part of this Constitution rendering their membership liable to termination;
- b) a member of the Board is absent from three consecutive Board meetings without the consent of the Executive; or
- c) a member of the Board repeatedly fails to foster, or demonstrates a disregard for, the values of the Club, including, but not limited to, equity, respect, diversity, inclusion, anti-racism, and cultural safety;

23. Team management

Appointment of Coaches

- 23.1. Each team is entitled to one coach and as reasonable have multiple assistant coaches.

- 23.2. The Executive manages the appointment of any coach including canvassing for and interviewing potential appointments before making a recommendation of appointment to the board.
- 23.3. The Executive and respective coach manages the appointment of any assistant coach, including canvassing for and interviewing potential appointments before making a recommendation of appointment to the Board.
- 23.4. The Board may by resolution appoint the recommended persons to the relevant coaching position.
- 23.5. The Executive will by resolution authorise the level of remuneration, if any, for any appointed coach or assistant coach.
- 23.6. The coaches shall, in consultation with the President, organise the selection of Captains and Vice Captains for all teams before the first game of the season.

Selection of club teams

- 23.7. The selection of the Club's teams is at the discretion of each team's coach in consultation with other coaches and the Club Board as required.
- 23.8. A team may use top-up or fill-in players, if a player meets the criteria for temporary membership pursuant to clause 12.3 and subject to clause 22.9.
- 23.9. Temporary club members are not permitted to be selected ahead of players who have paid club fees or are ANUAFC life members, without approval from the President.

24. Alteration of Constitution

- 24.1. This constitution may be altered at a general meeting of the Club by resolution of two-thirds the majority of eligible voting Members present.
- 24.2. Notice of the proposed amendment shall be included in the notice calling the general meeting.

Section 5 - Meetings

25. Board meetings

- 25.1. The Board shall meet in a manner they deem fit, at least once each month during the season and as required during the off-season to undertake their duties. Attendance, in person or online, of five Board members, inclusive of at least two Executive Office bearers shall constitute a quorum for a board meeting.

26. General meetings

- 26.1. The Executive may, at any time, call a general meeting.
- 26.2. Voting Members may call a general meeting when:
- a) a quorum for a Board cannot be reached; or
 - b) the Board is unable to fulfil its duties for any other reason;
- 26.3. Attendance, in person or online, of at least 20 Voting Members shall constitute a quorum.
- 26.4. If the Club holds a general meeting, it must give the Voting Members entitled to attend the general meeting a reasonable opportunity to participate in the general meeting including notification of the date and time, the location, and the general nature of business.
- 26.5. At least fourteen days written notice of a general meeting must be given to the Voting Members of any general meeting, including by electronic means, in accordance with clause 26.4.

Annual general meeting

- 26.6. The Executive must call an AGM to be held by the Club at times to be determined by the Executive.
- 26.7. 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 under clause 21.
 - c) to elect the new Board
 - d) any other business

27. Voting

- 27.1. At all meetings of the Club all resolutions shall be determined, unless otherwise stipulated in this constitution, by simple majority of eligible voting members.
- 27.2. In the case of a tied vote the person chairing the meeting shall be entitled to a second or casting vote.

Section 6 - Finances

28. Financial Year

- 28.1. The financial year of the Club is the period between the 1st of October to 30th of September of the following year.

29. Not-for-profit clause

- 29.1. The assets and income of the Club shall be applied solely in furtherance of its objects and no portion shall be distributed directly or indirectly to the members of the organisation except as bona fide compensation for services rendered or expenses incurred on behalf of the Club.

30. Dissolution

- 30.1. In the event of the Club being dissolved, the amount that remains after such dissolution and the satisfaction of all debts and liabilities shall be transferred to ANU Sport and held in trust to support another similar purposes which is not carried on for the profit or gain of its individual members.

31. Financial management

- 31.1. The Board shall have the power to raise and dispose of moneys and assets of the Club subject to the following:
- a) All moneys and other assets received by the Club shall be held in trust for the Club by the Board;
 - b) The Board shall maintain a bank account/s to receive and spend Club moneys;
 - c) If the Board deems an excessive figure of moneys to have been generated, discretion is available for funds to be held in term deposits or reinvested towards the Clubs objectives as deemed appropriate by the Board.
- 31.2. At the beginning of a financial year the treasurer will prepare an annual budget.
- 31.3. The Treasurer shall furnish a statement of account to each meeting of the Board together with a request for authority to pay outstanding accounts and items of proposed expenditure.
- 31.4. Any Member may request to view the accounts of the Club for that financial year with reasonable written notice to the Board of not less than 14 days.
- 31.5. Any member may, at their own expense, request an audit of the club's expense by a professionally qualified auditor.

32. Receiving Club money

- 32.1. The Treasurer, or a member of the Board authorised in writing by the Treasurer, shall on behalf of the Club, receive all money paid to the Club.
- 32.2. After receiving any Club money, the Treasurer, or other Board member, will keep a record of the money received. Where possible, this record will include the amount, who paid the money, when they paid the money, and, why they paid the money.

- 32.3. All moneys received by the Club shall be deposited into a bank account of the Club as soon as possible after the moneys are received.

33. Spending Club money

- 33.1. Spending of club money must be approved by at least two Executive Officer bearers, one of which must be the President, Vice President or Treasurer. If Club money is spent without approval, the amount of money should be recovered from that person/s.
- 33.2. Subject to clause 31 and 33.1, Members may be granted authority to spend Club money. This authority can be revoked at any point before the expenditure has occurred.
- 33.3. A Member shall be reimbursed for any financial costs incurred on behalf of the Club, provided that the expenditure was pre-approved by the Club and appropriate documentation (e.g., receipts or invoices) is submitted as evidence of the expenditure.
- 33.4. Authority to spend Club money must be recorded in the minutes of the current or next Board meeting. This record must include:
- a) the amount of money authorised
 - b) the purpose of the spending
 - c) the Member authorised to spend Club money
- 33.5. After any Club money is spent, a record of payment must be provided to the Board. This record should include the details as required under clause 33.2.

Schedule A- Logo

