

CONSTITUTION OF THE MELTON CENTRALS CRICKET CLUB INC.

1. The name of the Club is Melton Centrals Cricket Club Incorporated.
2. In these Rules, unless the contrary intention appears:-
 - (a) **'Club'** means the Melton Centrals Cricket Club Incorporated.
 - (b) **'Committee'** means the committee of management of the Club.
 - (c) **'Financial Year'** means the year ending 30th June.
 - (d) **'General Meeting'** means a general meeting of members.
 - (e) **'Member'** means a member of the Club.
 - (f) **'Junior Member'** means a junior member of the Club.
 - (g) **'The Act'** means the Association Incorporation Act 1981.
 - (h) **'The Regulations'** means Regulations under the Act.
 - (i) **'Player'** means a current player for the Club.
3. In these Rules words or expressions contained in herein shall be interpreted in accordance with the provisions of the Interpretation of Legislation Act 1984 and the Act as in force from time to time.
4. **OBJECTS**

The object of the Club is to provide the opportunity for children, youth and individuals to participate in an organised competition of cricket and to develop sportsmanship, skills and knowledge of cricket.
5. **QUALIFICATIONS OF MEMBERSHIP.**
 - (a) A natural person who is a player, parent or legal guardian of a player or any person nominated by a member of the committee, and has attained the age of eighteen years, is eligible to be a member of the Club.
 - (b) A natural person who is a player, but has not attained the age of eighteen years, is eligible to be a junior member of the Club.

- (c) A person who is not a member of the Club at the time of the incorporation of the Club (or who was such a member at the time but has ceased to be a member) shall not be admitted to membership unless he is nominated as provided in sub-clause (d).
- (d) A nomination of a person for membership of the Club:-
- (i) shall be made in writing in the form set out in Appendix 1; and
 - (ii) shall be lodged with the Secretary of the Club.
- by (e) The secretary shall enter the nominee's name in the register of members kept him, and upon the name being so entered, the nominee becomes a member of the Club.
- (f) A right, privilege or obligation of a member of the Club:-
- (i) is not capable of being transferred or transmitted to another person;
 - (ii) terminates upon the cessation of his membership whether by death, resignation or otherwise.

6. SUBSCRIPTION

- (a) There shall be no entrance fee. The annual subscription for players shall be as determined by the Annual General Meeting.

7. REGISTRATION OF MEMBERS

- (a) The secretary shall keep and maintain a register of members in which shall be entered the full name, address and date of entry of the name of each member and the register shall be available for inspection by members at the address of the Public Officer.

8. RESIGNATION OF MEMBERS

- (a) A member of the Club may resign from the Club by first giving one (1) months notice in writing to the secretary of his intention to resign and upon the expiration of that period of notice, the member shall cease to be a member.
- (b) Upon the expiration of a notice given under sub-clause (a), the secretary shall make in the register of members, an entry recording the date on which the member by whom the notice was given, ceased to be a member.

9. ANNUAL GENERAL MEETING

- (a)** The Club shall in each calendar year convene an Annual General Meeting of its members.
- (b)** The Annual General meeting shall be held on a date to be determined by the Committee.
- (c)** The Annual General Meeting shall be specified as such in the notice of convening it.
- (d)** The ordinary business of the Annual General Meeting shall be:-
 - (i)** to confirm the minutes of the last preceding Annual General Meeting and of any general meeting held since that meeting;
 - (ii)** the receive from the Committee reports upon the transactions of the Club during the last preceding year;
 - (iii)** To elect officers of the Club and the ordinary members of the Committee; and
- (e)** The Annual General Meeting may transact special business of which notice is given in accordance with these rules.

10. SPECIAL GENERAL MEETINGS

- (a)** All General meetings other than the annual general meeting shall be called special general meetings.
- (b)** The Committee may, whenever it thinks fit, convene a special general meeting of the Club and where, but for this sub-clause, more than 15 months would elapse between Annual general Meetings, shall convene a special general meeting before the expiration of that period.
- (c)** The Committee shall, on the requisition in writing of members representing not less than 10% of the total number of members, convene a special General Meeting of the Club.
- (d)** The requisition for a special general meeting shall state the objects of the meeting and shall be signed by the members making the requisition and be sent to the address of the secretary and may consist of several documents in a like form each signed by one or more of the members making the requisition.

- (e) If the Committee does not cause a special General meeting to be held within one (1) month after the date of which the requisition is sent to the address of the secretary the members making the requisition, or any of them, may convene a special general meeting to be held not later than three (3) months after that date.
- (f) A special general meeting convened by members in pursuance of these rules shall be convened in the same manner as nearly as possible as that in which those meetings are convened by the Committee and all reasonable expenses persons incurred in convening the meeting shall be refunded by the Club to the incurring the expense.

11. GENERAL MEETINGS NOTICE

- (a) The Secretary of the Club shall, at least fourteen (14) days before the date fixed for holding a General meeting of the Club, cause to be sent to each member of the Club at his address appearing in the register of members, a notice by post stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
- (b) No business other than that set out in the notice convening the meeting shall be transacted at the meetings.
- (c) A member desiring to bring any business before a meeting may give notice of that business in writing to the secretary, who shall include that business in the notice calling the next General Meeting after the receipt of the notice.

12. PROCEDURE

- (a) All business that is transacted at a Special General Meeting and all business that is transacted at the Annual General Meeting with the exception of that specially referred to in these rules as being the ordinary business of the Annual General meeting shall be deemed to be special business.
- (b) No item of business shall be transacted at a General Meeting unless a quorum of members entitled under these rules to vote is present during the time when the meeting is considering that item.
- (c) Six (6) members personally present (being entitled under these rules to vote at a General Meeting) constitute a quorum for the transaction of the business of a General meeting.
- (d) If within 30 minutes after the appointed time for the commencement of a general meeting, a quorum is not present, the meeting of convened upon the requisition of members shall be dissolved and in any other case shall stand adjourned until the resolution has, on a show of hands, been carried by a majority vote or lost, and an entry to that effect in the Minutes of the

Club is evidence of the fact without proof of the number or proportion of the recorded in favour of, or against, that resolution.

votes

- (e) Upon any questions arising at a general meeting of the Club, a member has one vote only.
- (f) All votes shall be given personally.
- (g) Only one parent or legal guardian of a player may vote at any one time.
- (h) In the case of an equality of voting on a questions, the Chairman of the meeting is entitled to exercise, a second or casting vote.
- (i) If at a meeting a poll on any question is demanded by not less than three (3) members, it shall be taken at the meeting in such manner as the chairman may direct and the resolution of the poll shall be deemed to be a resolution of the meeting on that question.
- (j) A poll that is demanded on the election of a Chairman or on a question of an adjournment shall be taken forthwith and a poll that is demanded on any other question shall be taken at such time before the close of the meeting as the Chairman may direct.
- (k) Junior members are not entitled to vote.

13. COMMITTEE - POWERS

- (a) The affairs of the Club shall be managed by a Committee of Management constituted as provided in rule (14).
- (b) The Committee:-
 - (i) shall control and manage the business and affairs of the Club;
 - (ii) may, subject to these rules, the Regulations and the Act, exercise all such powers and functions as may be exercised by the Club other than those powers and functions that are required by these rules to be exercised by general meetings of the members of the Club; and
 - (iii) subject to these Rules, the Regulations and the Act, has power to perform all such acts and things, as appear to the Committee to be essential for the proper management of the business and affairs of the Club.

14. CONSTITUTION

- (a) the officers of the Club shall be:-
- (i) a President;
 - (ii) a Vice President;
 - (iii) a Treasurer; and
 - (iv) a Secretary.
- (b) Each officer of the Club shall hold office until the Annual General Meeting after the date of his election but is eligible for re-election.
- (c) In the event of a casual vacancy in any office referred to in sub-clause (a) the Committee may appoint one of its members to the vacant office and the so appointed may continued in office up to and including the Annual General Meeting next following the date of his appointment.
- (d) Subject to section 23 of the Act, the committee shall consist of:
- (i) the officers of the Club; and
 - (ii) Six ordinary Committee members,
- who shall be elected at the Annual General Meeting of the Club in each year.

15. ELECTION OF COMMITTEE MEMBERS

- (a) Nominations of candidates for election as officers of the Club or as ordinary members of the Committee shall be received at the Annual General Meetings.
- (b) Only members of the Club are eligible to be nominated.
- (c) 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.
- (d) If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held.
- (e) The ballot for the election of officers and ordinary members of the Committee shall be conducted at the Annual General Meeting in such usual and proper manner as the Committee may direct.

16. GROUNDS FOR TERMINATION OF OFFICE.

- (a)** For the purpose of these rules, the office of an officer of the Club or of an ordinary member of the Committee becomes vacant if the officer or member:-
 - (i)** ceases to be a member of the Club; or
 - (ii)** becomes insolvent under administration within the meaning of the Companies (Victoria) Code; or
 - (iii)** resigns his office by notice in writing given to the Secretary; or
 - (iv)** has his nomination cancelled.

17. QUORUM AND PROCEDURE AT MEETINGS

- (a)** The Committee shall meet at least three times per year at such place and times as the Committee may determine.
- (b)** Special meetings of the Committee may be convened by the President or by any four (4) members of the Committee.
- (c)** Notice shall be given to members of the committee of any special meeting specifying the general nature of the business to be transacted and no other business shall be transacted at such a meeting.
- (d)** Any six (6) members of the Committee constitute a quorum for the transaction of the business of a meeting of the Committee.
- (e)** No business shall be transacted unless a quorum is present and if within thirty (30) minutes of the appointed time for the meeting a quorum is not present, the meeting shall stand adjourned to the same place and at the same hour of the same day in the following week unless the meeting was a special meeting in which case it lapses.
- (f)** At meetings of the Committee:-
 - (i)** the President shall preside;
 - (ii)** if the President is absent, such one of the remaining members of the Committee as may be chosen by the members present shall preside.
- (g)** Questions arising at a meeting of the Committee or of any sub-committee appointed by the Committee shall be determined on a show of hands, or , if demanded by a member, by a poll taken in such manner as the person presiding at the meeting may determine.

is (h) Each member present at a meeting of the Committee or of any sub-committee entitled to one vote, and in the event of an equality of votes any questions the person presiding may exercise a second or casting vote.

18. MINUTES

(a) The Secretary of the Club shall keep minutes of the resolutions and proceedings of each general meeting and each committee meeting in books provided for that purpose together with a record of the names of persons present at Committee meetings.

19. TREASURER

(a) The Treasurer of the Club shall:-
(i) collect and receive all moneys due to the Club and make all payments authorised by the Club; and
(ii) keep correct accounts and books showing the financial affairs of the Club with full details of all receipts and expenditure, connected with the Club.

(b) The accounts and books referred to in sub-clause (a) shall be available for inspection by members.

20. REMOVAL OF COMMITTEE MEMBERS.

(a) The club in general meetings may by resolution remove any member of the Committee before the expiration of his term of office and appoint another member in his stead to hold office until the expiration of the term of the first mentioned member.

(b) Where the member to whom a proposed resolution referred to in sub-clause (a) makes representations in writing to the secretary or President of the Club, and requests that they be notified to the members of the Club, the Secretary or the President may send a copy of the representations to each member of the Club, or, if they are not so sent, the member may require that they be read out at the meeting.

21. SIGNING OF NEGOTIABLE INSTRUMENTS.

(a) All cheques, drafts, bill of exchange, promissory notes and other negotiable instruments shall be signed by two (2) members of the following:-

- (i) the President;
- (ii) the Secretary; and
- (iii) the Treasurer.

22. COMMON SEAL

- (a) The Common Seal of the Club shall be kept in the custody of the Secretary.
- (b) The Common Seal shall not be affixed to any instrument except by the authority of the Committee and the affixing of the Common Seal shall be attested by the signature either of two (2) members of the Committee or of one (1) member of the Committee and of the Public Officer of the Club.

23. ALTERATIONS OF STATEMENTS OF PURPOSE AND RULES.

- (a) These rules and objects of the Club shall not be altered except in accordance with the Act.

24. SERVICE OF NOTICES

- (a) A notice may be served by or on behalf of the Club upon any member either personally or sending it by post to the member at his address shown in the Register of Members.
- (b) Where a document is properly addressed, prepaid and posted to a person as a letter, the document shall, unless the contrary is proved, be deemed to have been given to the person at the time at which the letter would have been delivered in the ordinary course of post.

25. WINDING UP

- (a) In the event of the winding up or the cancellation of the incorporation of the Club, the assets of the Club shall be disposed of in accordance with the provisions of the Act.

26. CUSTODY OF BOOKS AND OTHER DOCUMENTS

- (a) Except as otherwise provided in these Rules, the Secretary shall keep in his custody or under his control all books, documents and securities of the Club.

27. SOURCES OF FUNDS

- (a) The funds of the Club shall be derived from profits from sales and such donations that may be received or entrance fees or subscriptions established by a resolution passed at an Annual General Meeting.

28. CONTROL OF FUNDS.

- (a) A trading account shall be established with a bank. The Treasurer shall deposit all monies received by the Club in the bank at the earliest point of time.
- (b) Monies may be transferred, from time to time, to interest bearing investments at the discretion of the Club.

29. AUDITOR

- (a) An auditor shall be appointed at the Annual General Meeting. The auditor shall audit the annual statement of accounts and balance sheets and certify the same before they are presented at the Annual General Meetings.

**APPLICATION FOR MEMBERSHIP OF THE MELTON CENTRALS
CRICKET CLUB INCORPORATED.**

I, of
.....

being a : *player

 *parent of a player

 *legal guardian of a player

 *person nominated by

and having attained the age of eighteen years, desire to become a member of the Melton
Centrals Cricket Club Incorporated.

In the event of my admission as a member, I agree to be bound by the Rules of the Club for
the time being in force.

DATE OF APPLICATION /...../.....

Signature of Applicant

Signature of nominee (if applicable)

* Delete which ever is inapplicable