

Ice Hockey Tasmania

Constitution

Version 1.0

Release Date 17.03.2014

I. TITLE

- (a) The Club will be known as Ice Hockey Tasmania Inc.
- (b) Abbreviated name shall be Ice Hockey Tas.

2. AIM

The aims of the Club are to:

- (a) promote and encourage the awareness, participation and development of the sport of Ice Hockey throughout the State of Tasmania, both at Junior and Senior levels, and for both males and females;
- (b) encourage a high public profile and public acceptability of the sport of Ice Hockey within Tasmania;
- (c) encourage the success of Tasmanian participants at National and International levels;
- (d) provide education and training programmes to those persons interested in the sport of Ice Hockey;
- (e) establish accreditation with appropriate governmental and other authorities for coaches and officials involved with the sport;
- (f) represent its members when interacting with State Government bodies and Corporate organisations;
- (g) host National and International Ice Hockey events;
- (h) administer the playing rules of the sport of Ice Hockey so that to the extent possible all are consistent with the International Rules, particularly for National and International Tournaments;
- (i) provide a service of advice, direction and assistance to persons and/or bodies involved with the sport of Ice Hockey; and
- (j) foster and develop good relations with other national and international sporting bodies, especially those involved with the sport of Ice Hockey.

3. MEMBERSHIP

- (a) Membership shall be open to any person interested in the furtherance of the aims of the Club. Application for membership shall be in writing and shall be in such form as the Committee of Management shall determine. All members shall be balloted by the Committee of Management.
- (b) Membership shall be unlimited.
- (c) Members must be of good character.
- (d) Members must possess a copy of the constitution and by-laws and be familiar with the contents thereof.
- (e) The Committee may at its discretion refuse application for membership without giving its reasons for such refusal.
- (f) Membership shall at all times be subject to and conditional upon compliance with the constitution and by-laws of the Club.

4. COMMITTEE AND MANAGEMENT

- (a) There shall be a Committee of Management comprising no more than five (5) persons to be elected by members of the Club at any Annual General Meeting as hereinafter provided.
- (b) The Committee of Management shall consist of the following:
 - (i) President
 - (ii) Vice-President
 - (iii) Secretary
 - (iv) Treasurer
 - (v) One (1) Committee Member.
- (c) All positions shall come up for election annually, persons elected to these positions shall be eligible for re-election.
- (d) No person shall be eligible for election to any position unless that person has accepted his or her nomination in writing.
- (e) Any member of the Committee of Management who fails to attend three (3) consecutive meetings of the Committee of Management without leave shall be liable to forfeit his or her position and in the event of his or her position being declared forfeit by the Committee of

Management, the Committee of Management shall co-opt a member of the Club to fill that position until the next Annual General Meeting when the position will come up for election.

5. POWERS OF THE COMMITTEE OF MANAGEMENT

- (a) The Committee of Management is empowered:
 - (i) to organise and conduct all Club activities and functions;
 - (ii) to organise fund raising;
 - (iii) to form such sub-committees as may from time to time be required;
 - (iv) to generally administer the Club in accordance with the constitution.
 - (v) to appoint delegates as required.

6. PATRONS

- (a) The members of the Club may at any Annual General Meeting elect a Patron(s) and or Vice Patron(s).

7. ANNUAL GENERAL MEETINGS

- (a) The Annual General Meeting of the club shall be held within three (3) months of the end of financial year for the purpose of receiving Annual Reports from Secretary and Treasurer, receiving a Statement of Income and Expenditure and Balance Sheet, election of Officers and appoint an Auditor. Any notice of motion intended to be put to the meeting shall be delivered to the Secretary not later than fourteen (14) days prior to the date fixed for that meeting.
- (b) The Secretary shall give at least twenty-eight (28) clear days notice to members of the Club of the date and time and place of the holding of the Annual General Meeting and call for any motions to be discussed at that meeting.
- (c) A quorum for an Annual General Meeting shall be a minimum of ten (10) members including at least two (2) Committee Members.
- (d) The Annual General Meetings shall be conducted in accordance with normal meeting procedure.
- (e) The Annual General Meetings shall set joining fees and annual subscriptions.

8. COMMITTEE OF MANAGEMENT MEETINGS

- (a) Meetings of the Committee of Management shall be held on a regular basis and shall be called by the Secretary of the Club from time to time.
- (b) The Secretary shall give at least seven (7) clear days notice of the date, time and place of the holding of the meeting.
- (c) A quorum for a meeting of the Committee of Management shall be greater than half of the Committee of Management.
- (d) Meetings shall be conducted in accordance with normal meeting procedure.

9. SPECIAL GENERAL MEETINGS

- (a) A Special General Meeting of the Club shall be called by the Secretary upon:
 - (i) resolution of a meeting of the Committee of Management; or
 - (ii) upon receipt by the Secretary of a written request signed by not less than ten (10) members.
- (b) Any request by members for the holding of a special General Meeting shall state the nature of the business for which the meeting is to be called.
- (c) A Special General Meeting shall be held within twenty-eight (28) days of any resolution being passed by a meeting of the Committee of Management or upon receipt by the Secretary of a request by members.
- (d) The Secretary shall give fourteen (14) clear days notice to all members of the date, time and place of the holding of the Special General Meeting.
- (e) A quorum for a Special General Meeting shall be a minimum of ten (10) members including at least two (2) Committee Members.
- (f) Special General Meetings shall be conducted in accordance with normal meeting procedure.
- (g) No other business other than that contained in the resolution of the Committee of

Management or request from members shall be discussed at a Special General Meeting.

10. VOTING

- (a) At all Annual General, Special General, Ordinary General and Committee of Management meetings only members sixteen (16) years or age or older shall be entitled to vote.
- (b) At all Annual General, Special General, Ordinary General and Committee of Management meetings each member is only entitled to vote once in respect of each issue being voted upon except the Chairman of the meeting who shall in the event of an even vote, have a casting vote.

11. RECISSION OF RESOLUTIONS

- (a) No resolution of any General Meeting shall be rescinded unless a Notice of Motion setting out the resolution that is sought to be rescinded is signed by a proposer and seconder and is received by the Secretary not less than fourteen (14) clear days prior to the holding of the General Meeting at which the Motion to rescind is to be moved.
- (b) Upon receipt of any such Notice of Motion the Secretary shall not less than seven (7) clear days prior to holding of the General Meeting at which the notice to rescind is to be moved forward particulars of the Notice of Motion to all members of the Club.
- (c) Resolutions of a General Meeting can only be rescinded at a General Meeting.

12. SUB-COMMITTEES

- (a) The Committee of Management shall have the power to appoint sub-committees from time to time to administer various Club functions, activities or competitions.
- (b) All decisions of sub-committees are subject to ratification by the next meeting of the Committee of Management.

13. DUTIES OF OFFICERS

- (a) The President shall be the Chairman of all meetings, or in their absence;
 - (i) the Vice President, or in his absence;
 - (ii) a Chairman shall be elected from other members of the Committee of Management.
- (b) The Secretary of the Club shall;
 - (i) carry out all directions of the Committee of Management and of any Annual General, Special General, or Ordinary General Meetings.
 - (ii) carry out all secretarial duties in respect of the Club including the keeping of an accurate list of names and addresses of all members, including date of birth.
 - (iii) collect money on behalf of the Club and forward all money so collected to the Treasurer; and
 - (iv) keep a true and correct record of all business of all meetings in an approved Minute Book.
- (c) The Treasurer of the club shall:
 - (i) attend to the financial business of the Club.
 - (ii) keep a detailed record of all money received by and expended on behalf of the Club during their term of office and have same available for inspection upon demand.
 - (iii) Deposit all monies received by the Club in an authorised account in the name of the Club within seven (7) days of receipt.
 - (iv) Not dispose of any Club funds to any person unless authorised by resolution of the Committee of Management or of an Annual General, Special General, or Ordinary General Meeting duly convened.
 - (v) Prepare a balance sheet for each Annual General Meeting and present the same to that meeting after audit.

14. BANKING

- (a) All banking for and on behalf of the Club shall be carried out through an account approved by the Committee of Management.
- (b) Withdrawals drawn upon the Club's account shall be signed by any two (2) of the President,

the Vice President, the Secretary or the Treasurer, provided that two signatories are not married or in a de-facto relationship.

15. AUDITOR

- (a) An Auditor shall be appointed at each Annual General Meeting and it shall be his or her responsibility to examine all accounts, vouchers, receipts and receipt books etc. and furnish a report thereon at the Annual General Meeting.
- (b) Audits shall be conducted at regular intervals of twelve (12) months.

16. NOTICES

- (a) It shall be the duty of the Secretary of the Club to keep an up to date list of all names and addresses of all Club members.
- (b) It shall be the responsibility of all members to inform the Secretary of any change of name or address.

17. RESIGNATION

- (a) If a member of the Club wishes to resign their membership of the club, they shall be required to give written notice of resignation to the Secretary of the Club whereupon the member shall cease to be a member and shall forfeit all rights and privileges of membership.
- (b) A member may resign their membership at any time by letter to the Club but shall not be entitled to any payment of their joining fee or subscription as a result of such resignation.

18. LIABILITY

- (a) None of the Committee of Management, Office Bearers, shall be legally responsible in the event of any injury, death or suffering, property damage or loss by a member participating whilst engaged in any of the activities of the Club, and no action shall lie against any one or more of them, nor against Club funds, on account of negligence or otherwise as a direct or in direct result of any one or more of them.

19. DISCIPLINE

- (a) The Committee of Management shall have power to admonish, suspend or expel from the Club any member whose conduct is considered to be injurious to the welfare, progress, character or interests of the Club or if after investigation it considers him or her to be unfit to associate with other members of the Club or;
 - (i) On receipt of a report in writing signed by two (2) or more members of the Club or;
 - (ii) On receipt of a report in writing from any person or Local, State or Commonwealth Government Department signed by the person in charge of that department.
- (b) subject to the foregoing a member shall only be admonished, suspended or expelled from the Club upon the affirmative vote of a two-thirds (2/3) majority of members present and entitled to vote at a meeting of the Committee of Management.
- (c) A member who has been admonished, suspended or expelled from the Club shall have the right of appeal to a Special General Meeting of the club.
- (d) Any notice of appeal must be lodged with the Secretary of the Club within seven (7) clear days of the member being informed of the decisions of the Committee of Management, whereupon the Secretary shall call a Special General Meeting of the members of the Club within twenty one (21) clear days of the receipt of the notice of appeal.
- (e) A member who has been admonished, suspended or expelled from the Club shall be given an opportunity to attend the Special General Meeting and:
 - (i) make a statement of appeal or;
 - (ii) forward a written statement of appeal to be read out at the special General Meeting.
- (f) After considering such appeal the special General Meeting may affirm or reverse the decision of the Committee of Management.
- (g) The decision of this special General Meeting will be by a two-thirds (2/3) majority vote of members present.

20. BY-LAWS

- (a) The Committee of Management shall have power subject to the Constitution, to draw, alter or rescind by-laws to facilitate the conduct and administration of the Club.
- (b) Any by-law drawn, altered or rescinded by the Committee of Management shall be presented at the next Annual General, special General or ordinary general Meeting for ratification by an affirmative vote of fifty-one percent (51%) of members present.
- (c) The Secretary shall give each member of the Club notice of any by-law drawn, altered or rescinded within twenty one (21) clear days of the drawing alteration or rescission taking place.
- (d) Interpretation of the By-Laws shall be carried out by the Committee of Management.

21. CONSTITUTIONAL AMENDMENTS

- (a) The Constitution of the Club shall only be amended at an Annual General, Special General or ordinary General Meeting of the Club, duly convened.
- (b) Any Annual General, special General or ordinary General Meeting to amend, or rescind the Constitution may only be called upon the resolution of the Committee of Management or upon written notice signed by not less than ten members of the Club.
- (c) Upon resolution of a meeting of the Committee of Management or upon receipt of a written notice signed by not less than ten (10) members of the Club, the Secretary shall within twenty-one (21) clear days call a Special General or Ordinary General Meeting of members, in accordance with the Constitution.
- (d) Upon resolution of the Committee of Management or receipt of a notice by a member, the Secretary shall give to each member at least seven (7) clear days notice of the holding of a meeting to discuss amendments or rescission of the Constitution and shall give details of any such amendment or rescission to be so discussed.
- (e) Any amendment to, or rescission of the Constitution shall be passed by the affirmative vote of not less than a two-thirds majority of the members present and entitled to vote at an Annual General, Special General or Ordinary General Meeting duly convened.

22. FEES AND SUBSCRIPTIONS

- (a) A joining fee payable by new members shall be set at the Annual General Meeting.
- (b) Annual membership subscriptions shall be such amount as set at the Annual General Meeting and payable within thirty (30) days of that meeting.
- (c) Any member whose subscription is unpaid within thirty (30) days of the Annual General Meeting shall cease to be a member and the name of that member shall be erased from the list of members of the Club but may be replaced on payment of all arrears.
- (d) Any member on resignation or expulsion shall not be entitled to any repayment of any joining fee or subscription.

23. WINDING-UP

- (a) The Club shall not be wound up, the funds diverted, or the assets and property sold or liquidated except upon the affirmative vote of not less than two-thirds (2/3) of all members of the Club present at a Special General Meeting called for that purpose.
- (b) Within twenty-one (21) clear days of a resolution of the Committee of Management or the receipt of a notice by member; the Secretary of the Club shall call a Special General Meeting of members and shall give each member of the Club fourteen (14) clear days written notice of the meeting and the notice shall state the reason for which the meeting is to be held.
- (c) In the event of the Club being wound up all assets and funds on hand may, after payment of all expenses and liabilities, be handed over to such other Club or similar Association having objects such as are stated in this constitution.