

**Morley Panthers Roller Skating Club Inc.**

# **CONSTITUTION**

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**CONSTITUTION OF "MORLEY PANTHERS ROLLER SKATING CLUB INC"**

**1.0 NAME**

The name of the organisation shall be "Morley Panthers Roller Skating Club Inc." hereinafter referred to as the "Club".

**2.0 OFFICE**

The registered office of the Club shall be Morley Rollerdrome, 95 Catherine Street, Morley.

**3.0 DEFINITIONS**

In this constitution, unless inconsistent with the context:

- 3.01 "Committee" means those members listed in 16.01.
- 3.02 "Office" means the registered office for the time being of the Club.
- 3.03 "Period of Office" means the time span officers of the Club are to officiate - from the conclusion of the Annual General Meeting in September to the conclusion of the next Annual General Meeting in the following year.
- 3.04 "Officers" means the elected Officers of the Club.
- 3.05 "Register" means the register of the various classes of membership.
- 3.06 "Month" means a calendar month.
- 3.07 "Member" means a registered member of the Club and shall include Single members, Family members, and Life members.
- 3.08 "Skating Year" means the period between January 1st and December 31st in the same calendar year.
- 3.09 Words importing the masculine gender only, include the female gender.
- 3.10 Words importing the singular number only, include the plural number and vice versa.
- 3.11 "R.S.A. Inc" means Rollersports Australia, the governing body of the Rollersports Association of W.A. Inc.
- 3.12 "Competitive Member" means a member of the Club who can enter into any organised competition.
- 3.13 "Ordinary Member" means a non-competitive member of the R.S.A.
- 3.14 "General Meeting" is one which consists of members of the Club and Committee.

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3.15 "Financial Year" means the period of time from 1<sup>st</sup> July to 30<sup>th</sup> June the next year.

### **4.0 OBJECTS**

The objects of the Club shall be:

- 4.01 To promote, develop and govern all phases of the sport of roller skating - Artistic, Speed, Hockey and Roller In-Line Hockey.
- 4.02 To affiliate with the Australian Rollersports Association Inc., the parent body controlling roller skating in Australia, with a view to furthering the sport in Australia.
- 4.03 To arrange and conduct competitions, tournaments, tests, shows and exhibitions.
- 4.04 To foster close co-operation between all skaters within the Club and from other Clubs, coaches, judges, officials and all members in an endeavour to advance the skaters and further the sport.

### **5.0 CLASSES OF MEMBERSHIP**

There shall be three classes of membership.

- Single Membership
- Family Membership
- Life Membership

#### **5.01 Single Memberships**

Single members fourteen years (14) and over on January 1<sup>st</sup> have the right to vote at all general meetings. (Refer Section 22.0 **VOTING**)

Single members sixteen (16) years and over on January 1<sup>st</sup> can be elected as an Officer of the Club. (Refer Section 23.0 **COMMITTEES**).

Single members may show support for this Club, as long as he is registered as an ordinary member of R.S.A. Inc. Single members over the age of fifteen (15) years may apply to become a judge or official, subject to the rules relating to those activities.

#### **5.02 Family Memberships**

Any family may join as a family and receive the family concession rate.

Individual members of a family have the same Voting rights as Single Members. (Refer Section 22.0 **VOTING**).

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Individual members of a family sixteen (16) years and over on January 1st can be elected as an Officer of the Club. (Refer Section 23.0 **COMMITTEES**).

Individual family members may show support for this Club, as long as he is registered as an ordinary member of R.S.A. Inc. Individual family members over the age of fifteen (15) years may apply to become a judge or official, subject to the rules relating to those activities.

### **5.03 Life Memberships**

- 5.03.01 At the Annual General Meeting, members may elect to Life Membership of the Club, any person whom they consider should be recognised as have given devoted and outstanding service to the Club and the sport of Roller Skating.
- 5.03.02 Life Membership shall be restricted to not more than ten (10) persons at any one time. To qualify for Life Membership, the person or persons nominated must have been directly associated with the Club for a period of not less than five (5) years and have been actively engaged in the furthering of its aims.
- 5.03.03 Only one (1) person shall be submitted for ratification as a Life Member at any one (1) Annual General Meeting.
- 5.03.04 All nominations for Life Membership shall be in writing, signed by five (5) members of the Club and shall be in the hands of the Club Secretary not later than twenty eight (28) days prior to the Annual General Meeting.
- 5.03.05 The Committee shall from the nominations so received, determine the person, if any, to be submitted for election at the Annual General Meeting.
- 5.03.06 Seventy-five per cent (75%) of the voting members present at the Annual General Meeting must be in favour of the person submitted before he/she shall be declared elected as a Life Member of the Club.
- 5.03.07 Privileges of Life Membership shall include:
- Non-payment of subscriptions.
  - Free admission to all Club competitions and events.
  - Invitations to all functions held by the Club.
  - The right to vote at all General Meetings of the Club.
  - All other privileges available to all other Members.

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- The right to hold Office.

5.03.08 By resolution of a General Meeting, following a recommendation by the Committee, a Life Membership may be cancelled.

**6.0 APPLICATION FOR MEMBERSHIP**

- 6.01 Application for Membership must be made in such form and contain such particulars as the may from time to time reasonably prescribe.
- 6.02 Competitive Members (up to 19 years of age) must provide documentary proof of age with initial application for membership.
- 6.03 Individuals who apply for membership must do so through the Club Registrar and the application must be accompanied by the annual subscription (Refer Section 12.0) for the current financial year.

**7.0 ADMISSION AND REJECTION OF MEMBERSHIP APPLICATION**

- 7.01 Renewal application shall be accepted by the Club Registrar.
- 7.02 The Club Registrar may provisionally admit or reject now applicants.
- 7.03 All such decisions shall be confirmed or set aside by the next Meeting.
- 7.04 A majority vote shall be required for admission of new members.
- 7.05 The Committee shall have the right to reject membership without assigning any reason for so doing.
- 7.06 Upon admission or rejection of an application for membership the Secretary shall forthwith give notice in writing of such admission or rejection.
- 7.07 Upon successful appeal to the General Meeting membership will be granted.

**8.0 APPEALS AGAINST REJECTION OF MEMBERSHIP**

- 8.01 A person, whose application for membership has been rejected may, within one (1) month after receiving written notification of such rejection, appeal against the decision of the Committee to the next General Meeting
- 8.02 Notice in writing of his/her intention to appeal shall be given to the Secretary.
- 8.03 At such meeting the applicant shall be given the opportunity for a set time to fully present his case either orally or in writing, or partly by one of these means and partly by the other, and the Committee or the members thereof who rejected the application shall subsequently likewise and for the same total time, have the opportunity of presenting its or their case.

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- 8.04 The appeal shall be determined by the vote of the majority of those present and entitled to vote.
- 8.05 Where a person whose application is rejected does not, within the time prescribed by the constitution, appeal against the decision of the Executive, or so appeal but his appeal is unsuccessful, the Treasurer shall refund to him the amount of the annual subscription paid.

**9.0 TERMINATION OF MEMBERSHIP**

- 9.01 A member may resign from the Club at any time by giving notice in writing to the Secretary. Such resignation shall only take effect at the time when such notice is received by the Committee unless a later date is specified in the notice, when it shall take effect on that later date.
- 9.02 All membership shall expire on December 31st.
- 9.03 If a member fails to comply with any of the provisions of this Constitution, or conducts himself in a manner considered to be injurious or prejudicial to the character or interests of the Club, the Committee shall consider whether his membership should be terminated or whether he should be disciplined in any other way.
- 9.03.01 The member concerned shall be given a full and fair opportunity of presenting his case and if the Committee resolves to terminate his membership they shall instruct the Secretary to advise the member accordingly.
- 9.04 The member may, within one (1) month after receiving written notification, give notice of his intention to appeal to a General Meeting. Such notice shall be given to the Secretary.
- 9.05 The appeal will be heard at the next General Meeting.
- 9.06 The appellant shall be given the opportunity for a set' time of fully presenting his case, either orally or in writing, or partly by either of these means, and the Committee or those members thereof who intend to terminate his membership shall subsequently likewise and for the same total time, have the opportunity of presenting its or their case.
- 9.07 The appeal shall be determined by the vote of a majority of the voting members present and entitled to vote at that meeting.
- 9.08 Where a person, whose membership the Committee intends to terminate does not appeal against the decision within the time provided by this constitution, or so appeal but his appeal is unsuccessful, the membership of that person shall be deemed to be terminated.



**10.0 AUTOMATIC FORFEITURE OF MEMBERSHIP**

- 10.01 Any member who joins any other Roller Skating organisation in Australia shall immediately and by such action, without notice either written or verbal, forfeit membership in this Club.
- 10.02 Any member who skates in any non-sanctioned competitive event shall be automatically disqualified from membership of this Club.

**11.0 SUSPENSIONS**

- 11.01 Should any member act in a manner contrary to these rules or display bad sportsmanship, or behave in a manner detrimental to the objectives of the Club or RSA, he may be suspended, for such a period as the Committee may decide, from participating in any activities conducted by the Club. This period shall not exceed six (6) months.

**12.0 SUBSCRIPTIONS**

- 12.01 The annual subscriptions payable by members shall be fixed by the members at the Annual General Meeting.
- 12.02 There shall be two classes of fees:  
Single membership fees  
Family membership fees
- 12.03 All subscriptions shall be due on January 1st.

**13.0 PECUNIARY GAIN**

- 13.01 No member shall derive any pecuniary gain from property or operations of the Club. This does not include the winning of any trophies or awards.

**14.0 LEVIES**

- 14.01 After a majority vote at any General Meeting, a special levy for a particular purpose may be made on the members but it shall not exceed the amount of the annual subscription.

**15.0 REGISTER OF MEMBERS**

- 15.01 The Committee shall cause a register to be kept in which shall be entered all membership details specifying the type of membership applicable.

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15.02 All records, documents, and securities of the incorporated Club shall be open for inspection without charge at all reasonable times, by any member who applies in writing to the Secretary for such inspection.

**16.0 OFFICERS OF THE INCORPORATED CLUB**

16.01 The officers of the Club shall consist of:

- \* A Patron
  - A President
  - Four (4) Branch Representatives (Artistic, Speed, Hockey, Roller In-Line Hockey)
  - A Treasurer
  - A Secretary
  - A Registrar
- \* A Public Relations Officer
- \* A Fund Raising Officer
  - A R.S.A. Inc Representative

Only the positions above marked with an \* are optional. Any two (2) positions can be combined if ratified at a General Meeting.

All officers of the Club shall, with the exception of the Patron, on appointment become registered members of the R.S.A. Inc, and be financial members of the Club at all times.

**16.02 Duties of the Officers**

16.02.01 A Patron shall be elected. He shall not be a member of the Committee and need not be a member of the Association.

16.02.02 The President shall:

- (a) exercise general supervision over all the affairs of the Club including the enforcement of this Constitution and any regulations or by-laws of the Club.
- (b) with approval of the Club Committee, speak on behalf of the Club in matters requiring public comment.
- (c) preside at all Meetings and shall conduct such meetings in accordance with this Constitution.
- (d) be an ex-officio member of all Committees and have a deliberative vote at any meeting of the same.
- (e) assume the role and functions of any vacant position on the Committee, with the Secretary or Treasurer until such vacancy is filled in accordance with the provisions of this Constitution, provided that he shall not be entitled to a vote at a Committee

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Meeting in respect of his temporary position as the holder of that position.

- (f) perform other duties as determined from time to time by the Club.

16..02.03 The Artistic Representative shall:

- (a) represent the sport of artistic skating and shall be responsible for the smooth running of that branch of the sport.
- (b) be the Club's representative and spokesperson at Artistic Chapter Meetings and report back to the Club on same.
- (c) keep members up to date with Artistic Chapter happenings and advise members of competitive events, seminars and general news at Club Meetings and by way of notices on Club Notice Board.

16.02.04 The Speed Representative shall:

- (a) represent the sport of speed skating (in-line and quads) and shall be responsible for the smooth running of that branch of the sport.
- (b) be the Club's representative and spokesperson at Speed Chapter Meetings and report back to the Club on same.
- (d) keep members up to date with Speed Chapter happenings and advise members of competitive events, seminars and general news at Club Meetings and by way of notices on Club Notice Board.

16.02.05 The Hockey Representative shall:

- (a) represent the sport of Roller Hockey and shall be responsible for the smooth running of that branch of the sport.
- (b) be the Club's representative and spokesperson at Roller Hockey Chapter Meetings and report back to the Club on same.
- (d) keep members up to date with Hockey Chapter happenings and advise members of competitive events, seminars and general news at Club Meetings and by way of notices on Club Notice Board.

16.02.06 The Roller In-Line Hockey Representative shall:

- (a) represent the sport of In-Line Hockey and shall be responsible for the smooth running of that branch of the sport.

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- (b) be the Club's representative and spokesperson at In-Line Hockey Chapter Meetings and report back to the Club on same.
- (d) keep members up to date with In-Line Hockey Chapter happenings and advise members of competitive events, seminars and general news at Club Meetings and by way of notices on Club Notice Board.

16.02.07 The Secretary shall:

- (a) circulate notices of all meetings in accordance with this Constitution.
- (b) take minutes which record all prigs at each meeting of the Club.
- (c) receive and dispatch all correspondence.
- (d) have the custody of all books and records of the Club and have the custody of the common seal of the Club.
- (e) sign all agreements on behalf of the Club.
- (f) unless there is a Registrar, the Secretary shall keep a record of the membership and record all registrations for the Club.
- (g) perform other duties as determined from time to time by the Club.

16.02.08 The Treasurer shall:

- (a) keep full and complete accounts of all receipts, and expenditures of the Club in books belonging to the Club.
- (b) deposit all moneys in the name and to the credit of the Club in such accounts as may be designated at the Annual General Meeting.
- (c) make payments from the funds of the Club with the authority of the General Meeting and in so doing ensure that all cheques are signed by the Treasurer and one (1) of the other two (2) designated officers of the Club.
- (d) submit a written monthly statement and bank reconciliation to all Committee and all General Meetings.
- (e) submit a fully audited financial statement to the Annual General Meeting.

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- 16.02.09      The Registrar shall:
- (a)      collect all subscriptions and issue receipts thereof and report to the Committee when required.
  - (b)      forward all moneys collected to the Treasurer within seven (7) days of receipt together with a copy of each receipt.
  - (c)      keep a register of members, adding new members and deleting where needed on the advice of the Committee.
- 16.02.10      The Public Relations Officer shall:
- (a)      strive to publicise the activities of the Club in the community in an endeavour to win public support and increase an awareness of the sport.
- 16.02.11      The Fundraising Officer shall:
- (a)      strive to raise funds for expenditure on activities of the Club or for purposes determined by the members of the Club at a General Meeting.
  - (b)      he may form a sub-committee to assist in these duties. Such a sub committee must be ratified by the Committee.
- 16.02.13      The R.S.A. Representative shall:
- (a)      represent the Club at meetings of the Rollersports Association of WA Inc or its affiliation.

**17.0 ELECTION OF OFFICERS**

17.01 Election of Officers shall take place at the Annual General Meeting. Officers of the Club shall be sixteen (16) years or over on January 1st. Election to office of a person not present at the Annual General Meeting may be made only by provision in writing to the meeting of intention to accept nomination. If a secret ballot is requested by two (2) or more people, then a Returning Officer and a Scrutineer will be ratified by the General Meeting. Neither the Returning Officer or the Scrutineer must be standing as a candidate, nor be a current Committee member.

17.02 The period of office, of all Officers of the Club, shall be 12 months or part thereof, and shall commence at the conclusion of the Annual General Meeting at which they are elected.

**18.0 APPOINTMENT OF AUDITOR**

At the Annual General Meeting of the members there shall be appointed an Auditor. He shall audit the accounts of the Club and is authorised to call for the production of all books, papers

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and documents relating to the affairs of the Club. The Auditor shall be suitably qualified and experienced to audit the books. The Auditor shall not be a member of the Committee.

### **19.0 MEETINGS**

Meetings of the Club will be held as follows:

- 19.01 General Meetings will be held once a month or so often as the President shall determine and consist of Committee and Club members.
- 19.02 Annual General Meeting shall be called each year in September. Business to be discussed shall include:
- minutes of the previous Annual General Meeting
  - President's report
  - Reports from Branch Representatives
  - presentation of audited financial statement up to 30th June
  - alterations to the constitution
  - set membership fees for the forthcoming year
  - election of officers
  - appointment of an Auditor
- 19.03 Special General Meetings may be called on the resolution of the Committee or on receipt (in writing) by the Secretary of a requisition signed by not less than ten (10) financial members. The resolution or requisition shall state the business to be considered at such General Meeting, and shall convene the said meeting within twenty-one (21) days of the date of the resolution or requisition.
- 19.04 Committee Meetings shall be called by the Secretary from time to time as the business of the Club demands, and should be held once a month, or shall be called on the instruction of the President.
- 19.05 Special Committee Meetings may be called on receipt (in writing) by the Secretary of a requisition signed by not less than three (3) financial-members. Such meetings shall be convened within seven (7) days of receipt of the requisition by the Secretary.

### **20.0 METHOD OF CALLING MEETINGS**

- 20.01 All General Meetings of the Club shall be called by notice on the Club notice board at least seven (7) days prior to the date of the meeting.
- 20.02 Committee Meetings shall be convened by the Secretary on the instruction of the President by the posting of a notice on the Club notice board at least seven (7) days prior to the date of the meeting. The Secretary shall at the same time, attempt to advise each member of the Committee by phone, direct contact or mail.

**21.0 QUORUM AT MEETINGS**

**21.01 Quorum at General Meetings**

Quorum at any General Meeting of the Club shall be six (6) financial members (including two (2) Committee Members) or one third (1/3) of the voting membership, whichever is the lesser.

**21.02 Quorum at Committee Meetings**

Quorum at any Committee Meeting shall be four (4) members of the Committee.

**22.0 VOTING**

22.01 Voting at any meeting of the Club shall be limited to members fourteen (14) years and over on January 1st of current year.

Each member shall have one (1) vote. The President shall exercise a deliberate vote (providing his/her decision to vote is made known before the count is taken) as well as a casting vote. No proxy voting shall be permitted. Voting on all subjects, other than the expulsion of a member, shall be by a show of hands or by ballot on the request of any voting member present, and entitled to vote at the meeting. Voting on the expulsion of a member shall be by a ballot only.

**23.0 COMMITTEES**

23.01 Affairs of the Club shall be conducted by the Committee which shall consist of the Officers of the Club who shall be elected at the Annual General Meeting and each Committee member must be sixteen (16) years and over on January 1st.

**24.0 SUB-COMMITTEES**

24.01 Sub-committees may be appointed by the Committee to assist with the running of the Club. Sub-committees shall be appointed for one function only and for such period as the Committee may deem fit. Sub-committees have the power to research, recommend and report only.

**25.0 CASUAL VACANCIES**

25.01 Casual vacancies shall be filled by the President, Treasurer or Secretary until the next General Meeting when the position must be filled. If the position remains unfilled then the Committee will fill the vacancy.

25.02 Any member of the Committee absent without leave from three (3) consecutive Committee Meetings shall cease to be a member of the Committee. Acceptance of an excuse for inability to attend shall constitute leave.

**26.0 PROCEEDINGS AT MEETINGS**

26.01 At General Meetings, Annual General Meeting, Special General Meetings and all Committee Meetings, the President shall preside: but in his absence, the members present and entitled to vote, shall elect a chairman for the meeting.

26.02 The Chairman at all meetings shall have a casting vote, as well as a deliberate vote. At all General Meetings each member whose subscription is paid up to date shall have one (1) vote.

Exceptions:

(a) Junior Members under fourteen (14) years on January 1st.

**27.0 FINANCE**

27.01 Finance for the Club shall be conducted through a bank designated at the Annual General Meeting.

- all cheques shall be signed by the Treasurer and any one (1) of the two (2) designated Officers of the Club.
- credit of the Club, shall at all times, be kept in good standing.
- accounts for payment shall be passed at a General Meeting.
- payment of R.S.A. Inc membership fees, registration and/or nomination fees for sanctioned events shall require no prior approval.
- membership fees shall fall due on January 1st.
- The above membership fee shall be set at the Annual General Meeting
- members not in good financial standing with the Club shall not be eligible to any privileges of Club Membership.

**28.0 NON PROFIT CLAUSE**

28.01 The property and income of the Club shall be applied solely towards the promotion of the objects or purposes of the Club and no part of that property or income may be paid or otherwise distributed, directly or indirectly to members of the Club, except in good faith in the promotion of those objects or purposes.

**29.0 DISSOLUTION OF THE INCORPORATED CLUB**

29.01 The incorporated Club shall be dissolved in the event of the membership being less than eight (8) competitive members. It may be dissolved upon the vote of seventy-five per cent (75%) majority of the members present and entitled to vote at a Special General Meeting convened to consider the dissolutionment.



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29.02 Any assets on hand shall after payment of all expenses and liabilities, be handed over to an incorporated association having similar objects to the Club and such association shall be determined by the members at the time of dissolution.

**30.0 AMENDMENTS**

30.01 Amendments to this constitution may be made only at the Annual General Meeting and notice of all proposed amendments, alterations, and additions must be posted on the Club notice board, at least twenty-one (21) days before the said Annual General Meeting. Approval of changes require consent from seventy-five per cent (75%) of members present and entitled to vote.

**31.0 CONSTITUTION**

31.01 A copy of the constitution in force for the time being shall be available for inspection by members on request to the Secretary.

31.02 Copies of the constitution shall be available from the Secretary at a nominal fee.

**32.0 COMMON SEAL**

32.01 The Common Seal of the Club shall be in the custody of the Secretary and shall not be affixed to any document or instrument except pursuant to a resolution of the Club Committee and the affixation of the Seal shall be witnessed by at least two (2) of the following:

- (a) President
- (b) Secretary
- (c) Treasurer

**33.0 ADOPTION**

I certify that the foregoing is an exact copy of the Clauses presented to and accepted by the members of the "Morley Panthers Roller Skating Club Inc" at the Annual General Meeting, held on September 14, 1995.

PRESIDENT: \_\_\_\_\_

SECRETARY: \_\_\_\_\_

DATED: \_\_\_\_\_

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