

Hoppers Crossing Soccer Club Inc.

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HOPPERS CROSSING SOCCER CLUB INCORPORATED

- **CONSTITUTION**
- **STATEMENT OF RULES**

ACN: A0011122L.

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1 Name of Club

The name of the incorporated association is 'Hoppers Crossing Soccer Club incorporated', hereinafter called the 'Club'.

2 Definitions

In these Rules, unless the contrary intention appears:

- (a) 'Executive' means the committee of management of the Club.
- (b) 'Financial Year' means the year ending 30th September.
- (c) 'General meeting' means a general meeting of members convened in accordance with Rule 13.
- (d) 'Member' means a member of the Club under Rule 7.
- (e) 'Ordinary member of the Executive' means a member of the Executive who is not an officer of the Club under Rule 15(a).
- (f) 'The Act' means the Associations Incorporations Act 1981.
- (g) 'The Regulations' means the regulations under the Act.
- (h) 'By Laws" are general operating and behavioral guidelines as determined by the Executive.

3 Reference to the Secretary

In these Rules, a reference to the Secretary is a reference:

- (a) where the persons holds office under these Rules as Secretary of the Club – to that person; and
- (b) in any other case, to the Public Officer of the Club.

4 Objectives of the Club

The objects for which the Club is established are to:

- (a) be the member Club of FFA and to comply with the constitution and by-laws of FFA and FFV;
- (b) prevent infringement of the constitution and by-laws of FFA and FFV and protect Football from abuse;

- (c) foster friendly relations among the officials and players of Football by encouraging Football games;
- (d) prevent racial, religious, gender or political discrimination or distinction among Football players;
- (e) promote, provide for, regulate and ensure effective management of Football competitions, tournaments and games under the control of or authorised by the Club;
- (f) co-operate with FFA, FFV and other bodies in the promotion and development of, or otherwise in relation to, Football, the Statutes and Regulations and the Laws of the Game;
- (g) facilitate the provision and maintenance of grounds, playing fields, materials, equipment and other facilities for Football; and
- (h) act in the best interests of the Club and Football.

5 Alterations of objectives and Constitution

Subject to **rule 26.1**, an addition, amendment or alteration of the objects in **rule 1.1** or of any other rule contained in this Constitution must be approved by Special Resolution.

6 Club Colours

The Club colours shall be red and gold shirts, red shorts and red socks with gold trim.

7 Membership

7.1 Type of Membership

The Club shall have the following memberships:

- (a) Ordinary Membership;
- (b) Life Membership
- (c) Honorary Membership;
- (d) Junior Membership

Every player, team manager and/or team coach must hold membership in one of the categories listed in clause 7.1.

7.2 Members admitted to membership

The Club must procure that each Member admitted to membership agrees to be bound by and observe:

- (a) This Constitution;
- (b) The Laws of the Game;
- (c) The Statutes and Regulations and those of the By-Laws expressed to apply to or in relation to Members;

- (d) The Statutes and Regulations and the constitutions and by-laws of FFA and FFV as enforced from time to time;
- (e) The FFV Codes of Behaviour and Rules of Competition, as amended from time to time; and
- (f) The FFA Code of Conduct, as amended from time to time.

7.3 Ordinary Membership

- (a) A natural person who is nominated and approved for Ordinary Membership as provided in these Rules is eligible to be an Ordinary Member of the Club on payment of the Club Ordinary Membership annual subscription payable under these Rules.
- (b) A nomination of a person for Ordinary Membership of the Club:
 - (i) Shall be made in writing on an approved membership application form; and shall be lodged with the Secretary of the Club.
 - (ii) As soon as practicable after receipt of a nomination, the Secretary shall refer the nomination to the Executive.
- (c) Upon a nomination being referred to the Executive, the Executive shall determine whether to approve or reject the nomination.
- (d) Upon a nomination being approved by the Executive, the Secretary shall, as soon as practicable, notify the nominee that the nominee is approved for Ordinary Membership and request payment within the period of 28 days after the notification of the sum payable under these Rules as the Ordinary Member annual subscription.
- (e) The Secretary shall, upon payment of the annual subscription, enter the nominee's name in the register of members and, upon the name being so entered, the nominee becomes a member of the Club.
- (f) Ordinary Members over 18 years of age shall have the right to be present, debate and vote at General Meetings;
- (g) The parents, parent or guardian, of a natural person who is under the age of 18 years and applies for registration as a player with the Football Federation Victoria, will be allocated Junior Membership of the Club on payment of the annual subscription fee, payable under these Rules.
- (h) No person under 18 years of age will be accepted as a member of the Club, without an approved nomination by the person's parent, parents or guardian
- (i) Junior Members under the age of 18 years are not entitled to hold any office but shall have the right to be present, debate and vote at General Meetings through the Junior Member's parents or legal guardians.

7.4 Life Membership

- (a) Any member of a minimum 10 years standing who has, in the opinion of the Executive, rendered special services to the Club, may be elected as a Life Member by an annual general meeting of the Club.

- (b) Nomination of a Member for Life Membership shall be by the Executive by resolution at an Executive meeting.
- (c) Upon a nomination for Life Membership being approved by an annual general meeting, the Secretary shall notify the Member of the approval and shall enter the Member's name in the register of Members kept by him and, upon the name being so entered the Member becomes a Life Member of the Club.
- (d) At no time shall there be in excess of 20 Life Members of the Club.
- (e) Unless also an Ordinary member a Life Member:
 - (i) is to be counted in a quorum under **rule 13.5**;
 - (ii) has the right to remain a Life Member until they die or resign their Life Membership or unless they are expelled from the Club;
 - (iii) subject to any separate agreement with the Club to the contrary, has no obligation, and may not be required, to pay any subscription or other amount;
 - (iv) is entitled to receive notice of general meetings;
 - (v) is entitled to attend and speak at general meetings; and
 - (vi) is entitled to vote at any general meeting.

7.5 Honorary membership

- (a) A natural person who is nominated and approved for Honorary Membership as provided in these Rules is eligible to be an Honorary Member of the Club.
- (b) A nomination for Honorary Membership of the Club:
 - (i) Shall be in writing in an approved membership application form;
 - (ii) and Shall be lodged with the Secretary of the Club.
- (c) As soon as practicable after the receipt of a nomination for Honorary Membership the Secretary shall refer the nomination to the Executive.
- (d) Upon a nomination for Honorary Membership being referred to the Executive, the Executive shall determine whether to approve or reject the nomination.
- (e) Upon nomination for Honorary Membership being approved by the Executive, the Secretary shall, as soon as practicable, offer to the nominee in writing an invitation to accept Honorary Membership of the Club.
- (f) The Secretary shall, upon notification of acceptance by the person nominated for Honorary Membership, enter the name of the nominated person in the register of members kept by him and upon the name being entered, the nominated person becomes an Honorary Member and thereby a Member of the Club.
- (g) Honorary Membership is granted for a period of 12 months or until the end of the year whichever is the shorter term. At the end of this period Honorary Membership lapses unless renewed by the Executive.

8 Additional Qualifications on Membership

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 that person is admitted as provided in rule 7.3.

8.1 Transfer of Membership

A right, privilege or obligation of a person by reason of that person's membership of the Club:

- (a) Is not capable of being transferred or transmitted to another person; and
- (b) Terminates upon the cessation of membership whether by death, resignation, expulsion or otherwise.

9 Fees and Subscriptions

The fee for the registration of a player is as determined by the Executive.

The annual subscription for Ordinary Membership is determined by the immediate proceeding annual general meeting of the Club, and is payable in advance on or before 1st May in each year.

There is no entrance fee.

A person shall not be exempted from obligation to pay the ordinary subscription for membership of the Club unless the person is of a class specified in the Rules and the exemption is in accordance with the Rules.

10 Register of Members

The Secretary shall keep and maintain a register of members in which shall be entered the full name, address and date of entry of each Member of the Club. The register shall be made available for inspection to any member of the Club upon request.

11 Resignation of Members

A Member may at any time by giving notice in writing to the Secretary, resign his membership of the Club but shall continue to be liable for any subscription fees and all arrears due and unpaid at the date of his resignation.

12 Member Discipline

12.1 Executive Resolution

Subject to these Rules, the Executive may by resolution:

- (a) expel a member from the Club;
- (b) suspend a Member from the Club for a specified period;

- (c) fine a Member in accordance with the Regulations;
- (d) in writing, formally reprimand a member if the Executive is of the opinion that the Member:
 - (i) has refused or neglected to comply with these Rules; or
 - (ii) has been guilty of conduct unbecoming a member or prejudicial to the interests of the Club; or
 - (iii) has breached a Club By-Law in force at that time.

12.2 Discipline Provisions

Provided always that:

- (a) No Member shall be expelled, suspended or fined unless such Member shall be given at least 7 days notice in writing informing such Member of the allegation or allegations made against him, requiring such Member to answer such allegation or allegations to the Executive and show cause to the Executive why, in the interests of the Club, such person should not be expelled, suspended or fined.
- (b) A Member may answer and show cause orally before the Executive at the time appointed by such notice or in writing to the Executive before or at the time so appointed and if such person fails to answer to show cause as aforesaid, the Executive may proceed in the absence of the Member or in the absence of such answer and cause shown.
- (c) Such notice shall be in writing and shall include:
 - (i) the allegation or allegations leveled against such Member; and
 - (ii) the date, time and place of the meeting; and
 - (iii) informing the Member that he may do one or both of the following:
 - (aa) attend the meeting;
 - (ab) give to the Executive, before the date of the meeting, a written statement detailing why in the interests of the Club such resolution should not proceed.
 - (iv) Such notices of allegations shall be deemed to have been delivered to the Member if posted by prepaid post, addressed to the Member at the last address appearing in the Members' Register.
- (d) Any Member expelled from the Club shall continue to be liable for any subscription fees and all arrears due and unpaid at the date of his expulsion.

13 General Meetings

13.1 Annual General Meeting

- (a) The Club shall in each calendar year convene an annual general meeting of Members.
- (b) The annual general meeting shall be held on such day as the Executive determines.

- (c) The annual general meeting shall be specified as such in the notice convening it.

13.2 Ordinary Business

The ordinary business of the annual general meeting shall be:

- (a) to confirm the minutes of the last preceding annual general meeting and any of the general meetings held since that meeting;
- (b) to receive from the Executive, reports upon the transactions of the Club during the last preceding financial year;
- (c) to elect officers of the Club and the Ordinary Members of the Executive; and
- (d) to receive and consider the statement by the Club in accordance with Section 30 (3) of the Act.

The annual general meeting may transact special business of which notice is given in accordance with the Rules.

The annual general meeting shall be in addition to any other general meeting that may be held in the same year.

13.3 Special General Meetings

All general meetings other than the annual general meeting shall be called special general meetings.

The Executive 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 lapse between annual general meetings, shall convene a special general meeting before the expiration of that period.

- (a) Requisition for a Special General meeting
 - (i) The Executive shall, on the requisition in writing of Members representing not less than 5% of the total number of Members, not being Honorary Members, convene a special general meeting of the Club.
 - (ii) 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.
 - (iii) If the Executive does not cause a special general meeting to be held within 1 month after the date on 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 no later than 3 months after that date.
 - (iv) A special general meeting convened by Members in pursuance of these Rules shall be convened in the same manner as early as possible as that in which those meetings are convened by the Executive and all reasonable expenses incurred in convening the meeting shall be refunded by the Club to the persons incurring the expenses upon production of receipts for those expenses.

13.4 General Meeting Notice

- (a) The Secretary of the Club shall at least 14 days before the date fixed for a general meeting of the Club, cause to be placed in the 'Werribee Banner' newspaper a public notice stating the place, date and time of the meeting and affix a notice in a prominent position within the clubroom detailing such information along with 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 meeting.
- (c) A Member desiring to bring any business before a general meeting may give notice, at least 7 days prior to any general meeting, of that business in writing to the Secretary, who shall include that business in the agenda of the said meeting after receipt of the notice.

13.5 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 specifically 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 to vote is present during the time when the meeting is considering that item.
- (c) Members representing not less than 2 members for every Executive member plus 1 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 half an hour after the appointed time for the commencement of a general meeting, a quorum is not present, the meeting if convened upon the requisition of Members shall be dissolved and in any other case shall stand adjourned to the same day in the next week at the same time (unless another place is specified by the Chairman at the time of the adjournment) at the same place and if at the adjourned meeting a quorum is not present within half an hour after the appointed time for the commencement of the meeting, the Members present being not less than 9 shall be a quorum.

13.6 Chairman

- (a) The President, or in his absence, the Secretary, shall preside as Chairman at each general meeting of the Club.
- (b) If the President and Secretary are absent from a general meeting the Members present shall elect one of their members to preside as chairman at the meeting.

13.7 Adjournment

- (a) The Chairman of a general meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

- (b) Where a meeting is adjourned for 14 days or more notice of the adjourned meeting shall be given in accordance with Rule 13.4(a).
- (c) Except as provided in sub-clauses (a) and (b), it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned meeting.

13.8 Voting

- (a) A question at a general meeting of the Club shall be determined on a show of hands and unless before or on the declaration of the show of hands a poll is demanded, a declaration by the Chairman that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, an entry to that effect in the Minutes of the meeting of the Club is evidence of the fact without proof of the number or proportion of votes recorded in favour of, or against, that resolution.
- (b) Upon any question arising at a general meeting of the Club, a Member has one vote only.
- (c) All votes shall be given personally – voting by proxy is not permitted.
- (d) In the case of an equality of voting on a question, the Chairman of the meeting is entitled to a second or casting vote.
- (e) If at a meeting a poll on any question is demanded by not less than 3 Members, it shall be taken at the meeting in such a 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.
- (f) A poll that is demanded on the election of a Chairman or on the 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.
- (g) A Member is not entitled to vote at any general meeting unless all moneys due and payable by that Member to the Club have been paid.
- (h) An Honorary Member is not entitled to vote at any general meeting.

14 Executive – Powers

The affairs of the Club shall be managed by the Executive constituted as provided in Rule 15(e). The Executive:

- (a) shall control and manage the business and affairs of the Club;
- (b) may, subject to these Rules, the Regulations and the Act, exercise all such powers and functions as may be required by the Club other than those powers and functions that are required by these Rules to be exercised by general meetings of the Club; and
- (c) subject to these Rules, the Regulations and the Act, has power to perform all such acts and things as appear to the Executive to be essential for the proper management of the business and affairs of the Club.

15 Office Bearers and Executive

- (a) The officers of the Club shall be:
 - (i) a President;
 - (ii) a Treasurer; and
 - (iii) a Secretary.
- (b) The provisions of Rule 16 so far as they are applicable and with the necessary modifications, apply to and in relation to the election of persons to any of the offices mentioned in sub-clause (a).
- (c) Each officer of the Club shall hold office until the second annual general meeting after the date of his election but is eligible for re-election.
- (d) In the event of a casual vacancy in any office referred to in sub-clause (a) the Executive may appoint one of its members to the vacant office and the member so appointed may continue in office up to the annual general meeting next following the date of his appointment.
- (e) Subject to Section 23 of the Act, the Executive shall consist of:
 - (i) the officers of the Club; and
 - (ii) up to four ordinary members of the Executive – whom shall be elected at an annual general meeting of the Club.
- (f) The ordinary members of the Executive shall, subject to these Rules, hold office until the second annual general meeting after the date of his election but is eligible for re-election.
- (g) In the event of a casual vacancy occurring in the office of an ordinary member of the Executive, the Executive may appoint a Member other than an Honorary Member to fill the vacancy and the Member so appointed shall hold office, subject to these Rules, until the annual general meeting next following the date of his appointment.

16 Election of Executive Members

- (a) Members other than Honorary Members are eligible for nomination as candidates for election as officers of the Club or as ordinary members of the Executive, provided such persons have been members of the club for a continuous period of two or more years.
- (b) Nominations of candidates for election as officers of the Club or as ordinary members of the Executive:
 - (i) shall be made in writing, signed by two Members and accompanied by written consent of the candidate which may be included on the form of nomination) and;
 - (ii) shall be delivered to the Secretary of the Club not less than 7 days before the date fixed for the holding of the annual general meeting.

- (c) If insufficient nominations are received to fill all vacancies on the Executive, nominations shall be received in person from attendees at the annual general meeting.
- (d) If the number of nominations received is equal to the number of vacancies to be filled, the person nominated shall be deemed to be elected.
- (e) If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held.
- (f) The ballot for the election of officers of the Club and the ordinary member of the Executive shall be conducted at the annual general meeting in such usual and proper manner as the Executive may direct.
- (g) A candidate may nominate for more than one office for election at the same time.

17 Grounds for Termination of Office

For the purpose of these Rules, the office of an officer of the Club or of an ordinary member of the Executive becomes vacant if the officer or member:

- (a) ceases to be a Member of the Club;
- (b) becomes an insolvent under administration within the meaning of the Companies (Victoria) Code;
- (c) resigns his office by notice in writing given to the Secretary; or
- (d) absents himself from 3 consecutive Executive meetings, without reasons, apologies or otherwise without notice.

18 Quorum and Procedure at Meetings

- (a) The Executive shall meet at least 10 times in each year at such place and such times as the Executive may determine.
- (b) Special meetings of the Executive may be convened by the any member of the Executive.
- (c) Notice shall be given to members of the Executive of any special meeting specifying the nature of business to be transacted and no other business shall be transacted at such meeting.
- (d) Any 3 members of the Executive constitute a quorum for the transaction of the business of the meeting of the Executive.
- (e) No business shall be transacted unless a quorum is present and if within half an hour after the time appointed 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 Executive the President or in his absence the Secretary shall preside.

- (g) Questions arising at a meeting of the Executive or of any sub-committee appointed by the Executive shall be determined by a show of hands or, if demanded by a member, by a poll taken in such a manner as the person presiding at the meeting may determine.
- (h) Each member present at a meeting of the Executive or of any sub-committee appointed by the Executive (including the person presiding at the meeting) is entitled to one vote, and, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.
- (i) Each member of the Executive must be notified of the date, time and place of any meeting at least two business days from the date of the meeting.
- (j) Notification may be by any means necessary including telephone, verbal, electronic mail or other means.
- (k) Subject to sub-clause (d) the Executive may act notwithstanding any vacancy on the Executive.

18.2 Minutes

The Secretary of the Club shall keep minutes of the resolutions and proceedings of each general meeting and each Executive meeting together with a record of the names and persons attending the meetings.

18.3 Treasurer

The Treasurer of the Club:

- (a) shall maintain an account in the name of the Club with such bank as determined by an annual general meeting of the Club.
- (b) shall collect and receive all monies due to the Club and make all payments authorized by the Club: and
- (c) shall keep correct accounts and books showing the financial affairs of the Club with full details of all receipts and expenditures connected with the activities of the Club.
- (d) The accounts and books referred to in sub-clause (c) shall be available for inspection by Members.

The Accounts of the Club shall be audited on an annual basis.

19 Removal of Executive Members

- (a) The Club in general meeting may by resolution remove any member of the Executive before the expiration of his term of office and appoint another Member (other than an Honorary Member) in place of the first mentioned member to hold office until the expiration of the term of the first mentioned member.
- (b) Where a member of the Executive to whom a proposed resolution referred to in sub-clause (a) applies makes representations in writing to the Secretary or President of the Club (not exceeding a reasonable length) and requests that they be notified to the Members of the

Club, the Secretary or President may send a copy of the representations to each Member of the Club, or, if they are not sent, the Member making the representations may require that they be read out at the meeting.

20 Signing of Negotiable Instruments

All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed by the Treasurer and at least one other member of the Executive.

21 Common Seal

- (a) The Common Seal of the Club shall be kept in the custody of the Public Officer of the Club.
- (b) The Common Seal shall not be affixed to any instrument except by authority of the Executive and the affixing of the Common Seal shall be attested by the signature of one member of the Executive and of the Public Officer of the Club.

22 Alterations to Statements of Purposes and Rules

These Rules and the Statement of Purposes of the Club shall not be altered except in accordance with the Act.

23 Service of Notices

- (a) A notice may be served by or on behalf of the Club upon any Member either personally or by sending such notice by post to the Member at his address shown in the Register of Members.
- (b) Where a document is properly addressed pre-paid 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.

24 Winding Up

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.

24.1 Custody of Books and Other Documents

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

- (b) All books and documents of the Club shall be available at the address of the Public Officer of the Club for inspection by Members.

25 Source of Funds

The funds of the Club shall be derived from annual subscriptions, donations and such other sources as the Executive determines.

26 FFA and FFV

26.1 Constitution Requirements

The Club must:

- (a) be a body corporate or incorporated association to be recognised by FFA and/or FFV and must have the following characteristics:
- (i) it organises teams to participate in competitions sanctioned by FFV or FFA;
 - (ii) all members of its teams are entitled to membership;
 - (iii) members may vote in an election for any officeholders (whether directly if over 18 years of age or indirectly through, the Junior Member's parent or other legal guardian if under 18 years of age);
 - (iv) agrees to be bound by the Statutes and Regulations, the Laws of the Game and those FFA or FFV rules (including the respective constitutions) and by-laws expressed to apply to it; and
 - (v) prevent infringement of the constitutions and by-laws of FFA and FFV and protect Football from abuse;
- (b) amend:
- (i) this Constitution; or
 - (ii) the By-laws,
- to promptly adopt changes in the constitutions and by-laws of FFA and/or FFV made from time to time to the extent that they are applicable to the Club. In this clause the reference to changes to by-laws includes additional or replacement by-laws;
- (c) not otherwise amend or vary this Constitution without the consent of FFV and in accordance with the Act; or
- (d) not otherwise amend or vary any of its By-laws without the consent of FFV.

FFV must consent to any amendment to this Constitution or those By-laws which are required by law.

26.2 Enforcement of rules

Subject to applicable law, the Club must:

- (a) promulgate and comply with, and do everything within its power to enforce compliance with, the Statutes and Regulations and the Laws of the Game; and
 - (b) co-operate with FFA and FFV in all matters relating to the organisation of competitions, the Club's own competitions and Football in general.
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27 Disputes

- (a) This **rule 27** applies to a Dispute.
- (b) The parties to a Dispute must meet and discuss the matter in dispute, and, if possible, resolve the Dispute within 14 days after the Dispute comes to the attention of all of the parties.
- (c) If the parties are unable to resolve the Dispute at the meeting or meetings held in accordance with **rule 27** or if a party fails to attend such a meeting, then the parties must, within 10 days, hold a meeting in the presence of a mediator.
- (d) The mediator must be:
 - (i) a person chosen by agreement between the parties; or
 - (ii) in the absence of agreement:
 - (A) in the case of a Dispute between a Member and another Member, a person appointed by the Executive; or
 - (B) in the case of a Dispute between a Member and the Club, a person appointed by FFV.
- (e) A Member can be a mediator.
- (f) A Member who is a party to the Dispute cannot be a mediator.
- (g) The parties to a Dispute must, in good faith, attempt to settle the Dispute by mediation.
- (h) The mediator, in conducting the mediation, must:
 - (i) give the parties to the mediation process reasonable opportunity to be heard; and
 - (ii) allow due consideration by all parties of any written statement submitted by any party; and
 - (iii) ensure that natural justice is accorded to the parties to the Dispute throughout the mediation process.
- (i) The mediator must not determine the Dispute.
- (j) If the mediation process does not result in the Dispute being resolved, the parties may then seek to resolve the Dispute in accordance with the process set out in the Grievance Procedure.

28 **Club Rules**

Rule 1 No amount shall be paid to an officer or servant of the Club by way of commission or allowance from the receipts of the Club for the sale and disposal of liquor.

Rule 2 A visitor to the Club must not be supplied with liquor in the Club premises unless the visitor is;

- (a) A guest in the company of a Member of the Club, or
- (b) Present at the occasion or function in the club premises in respect of which a limited liquor licence to has issued authorizing the sale and disposal of liquor to that visitor.

Rule 3 A person shall not be admitted as an Honorary Member of the Club unless the person is of a class specified in the Rules and the admission is in accordance with the Rules.

Rule 4 A person shall not be exempted from the obligation to pay the ordinary subscription for membership unless the person is of a class specified in the rules and in exemption is in accordance with the Rules.

Rule 5 No person under the age of 18 yrs (will be) or (is to be) served, or allowed to consume alcohol on the premises.

Rule 6 The running of the Club is to be controlled by the Executive.

Rule 7 The Club shall keep a record of each guest or visitor to the club including his / her name, address, signature, date of visit and except in the case of authoring gaming visitors, the name of the Member introducing the guest or visitor.

Rule 8 During games held at the Club, all bone fide match officials, opposition players and opposition supporters are deemed to be Honorary Members of the Club until 8pm that day. After this time their honorary membership is deemed to have expired and they will be required to leave the premises or sign in as a visitor.

29 **Constitution last Updated**

Date 8/ 11 / 2009 at AGM.

President: Peter Wilkinson.

Signed:

Secretary Anthony McGowan.

Signed: