

Constitution of the Yarra Glen Cricket Club



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1. NAME

The name of the Club shall be **YARRA GLEN JUNIOR & SENIOR CRICKET CLUB**

Registered Legal entity – Yarra Glen Cricket Club Inc ABN 75 157 288 014

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2. INTERPRETATION

In this Constitution, unless the context otherwise requires:

- The Club shall mean the **YARRA GLEN JUNIOR & SENIOR CRICKET CLUB**
- The Association shall mean the **YARRA GLEN JUNIOR & SENIOR CRICKET CLUB**
- The Members shall mean those who are granted membership pursuant to rule 14.
- The Committee shall mean those who are elected to the General Committee pursuant to rule 11.
- The Executive shall mean those who are elected to form the Executive pursuant to rule 9.
- A.G.M. shall mean the Annual General Meeting pursuant to rule 13.1.
- Special General Meeting shall mean a meeting convened pursuant to rule 13.2.
- Committee Meeting shall mean a meeting convened pursuant to rule 13.3.

3. OFFICE AND PLACE OF BUSINESS

The office and principal place of business of the Club shall be the Secretary's place of residence for the time being or at such place as the Club shall from time to time direct.

4. OBJECTIVES

- 4.1 To encourage and foster the game of cricket in an atmosphere of good sportsmanship, good citizenship and honesty.
- 4.2 To promote and conduct the playing of cricket in accordance with rules laid down by the Association.
- 4.3 Conduct activities connected with Yarra Glen Cricket Club and the wider community.

5. COLOURS

The club colours shall be **MAROON & BLACK**

6. FINANCIAL YEAR

The financial year of the Club will commence 1st day of May and conclude the 30th day of April when all club books and accounts shall close.

A statement of Income and Expenditure and an Inventory of Club assets and stock shall be presented at the next Annual General Meeting of the Club.

7. COMMON SEAL

The Club shall have a Common Seal which shall be kept by the Secretary, and which shall only be used as authorised by the Committee.

The President and either the Secretary or Treasurer shall be authorised to use the Common Seal and to countersign such seal.

8. OFFICE BEARERS

- 8.1 On ceasing to hold office for any reason the person or persons concerned shall immediately hand all property, books, equipment etc to the Executive and sign releases as necessary.
- 8.2.a The office bearers of the Club shall be:-
 - President
 - Vice President

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- Secretary
- Treasurer
- Club communications & Operations Officer

8.2.b

8.3 The office bearers listed in 8.2.a shall be elected at the AGM for the term of one year and take effect immediately. All positions become vacant each year.

8.3a Process IF more than one nomination for the same position as below:

Ballot

(1) If a ballot is required for the election for a position, the Chairperson of the meeting must appoint a member to act as returning officer to conduct the ballot.

(2) The returning officer must not be a member nominated for the position.

(3) Before the ballot is taken, each candidate may make a short speech in support of his or her election.

(4) The election must be by secret ballot.

(5) The returning officer must give a blank piece of paper to— (a) each member present in person.

(6) If the ballot is for a single position, the voter must write on the ballot paper the name of the candidate for whom they wish to vote.

(7) If the ballot is for more than one position— (a) the voter must write on the ballot paper the name of each candidate for whom they wish to vote; (b) the voter must not write the names of more candidates than the number to be elected.

(8) Ballot papers that do not comply are not to be counted.

(9) Each ballot paper on which the name of a candidate has been written counts as one vote for that candidate.

(10) The returning officer must declare elected the candidate or, in the case of an election for more than one position, the candidates who received the most votes.

(11) If the returning officer is unable to declare the result of an election because 2 or more candidates received the same number of votes, the returning officer must— (a) conduct a further election for the position to decide which of those candidates is to be elected; or (b) with the agreement of those candidates, decide by lot which of them is to be elected. Examples The choice of candidate may be decided by the toss of a coin, drawing straws or drawing a name out of a hat.

8.4 Any person may hold more than one (1) position but have the power of one (1) vote only.

9 DUTIES OF OFFICERS

9.3 President

- The President shall preside at all general meetings and see that the business is conducted in an orderly and proper manner. The President may call Executive meetings at his/her discretion and in all cases of emergency, and generally ensure the wellbeing and objectives of the club.
- In case the votes at any time shall be equal, the President may exercise the privilege of giving a casting vote only.
- He/she shall represent the Club on all ceremonial occasions.
- The President shall be responsible for all equipment belonging to the club, including the maintenance and purchase of equipment.

9.4 Vice President

- The Vice President shall assist the President at all meetings of the Club and in the absence of the President shall occupy the chair and conduct the business of the meeting and have the same rights as the President when in the chair.
- The Vice President shall be eligible to take part in any discussions and voting at Club meetings.

9.5 Secretary

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- The Secretary shall convene meetings. The Secretary shall attend meetings and cause minutes to be taken thereof, receive or dispatch all correspondence and answer such questions as may be asked in accordance with this constitution.
- The Secretary will aim to circulate the meeting minutes to all relevant committee members within seven days of the meeting.
- The Secretary shall cause to be kept, a minute book and a copy of all correspondence dispatched and shall carry out all duties pertaining to the office not inconsistent with this constitution.
- The Secretary shall be eligible to take part in any discussion and voting at Club meetings.
- The Secretary shall keep a correct record of all members, their registration and transfer.
- The Secretary shall also be responsible for ensuring that all requirements laid down by the Association in the area of registration are fulfilled on the Club's behalf.
- The Registrar shall work in conjunction with the Treasurer to ensure that all players are financial.

9.6 Treasurer

- The Treasurer shall receive all monies paid to the club and deposit them in a bank account or any other financial institution that the Executive committee may nominate.
- The account will be held under the name of **YARRA GLEN CRICKET CLUB**
- The Treasurer shall issue all receipts for all monies received and pay all accounts passed for payment by the committee.
- The Treasurer shall produce a statement of receipts and payments at the AGM. and at such time as he/she is requested to do so by the Committee.
- The Treasurer shall also have for the information of the Committee a statement of financial position of the Club at each meeting.
- As a general rule accounts must be paid by EFT.
- Expenses greater than \$200 to be authorised in writing by the President and Treasurer.
- Expenses greater than \$1000 to be authorised by the Executive Committee.
- The Treasurer shall be eligible to take part in any discussion and voting at Club meetings.

9.7 Club Communications & Operations Officer

- Responsible person for communication of general club information via social media and promotion of the club through local media.

Oversee general club operations.

10 COACHES

The appointment of the Club coach/es shall be made by the Executive committee.
The Executive Committee may appoint a subcommittee for the purpose of appointing a coach.

11 GENERAL COMMITTEE

- 11.3 The General Committee shall consist of the President, Vice President, Secretary, Treasurer, Communications & Operations Officer, Sponsorship & Merchandise Officer plus a number of Committee Members as outlined in 8.
- 11.4 The Committee shall;
- Frame by-laws, consistent with the Constitution of the Club.
 - Arrange all financial matters of the Club.
 - Manage the Club affairs, as they deem fit, consistent with the best interests of the Club and its members.
- 11.5 Member/s elected to the committee shall remain in office until their term of office is complete (as per 8.3). The Executive shall have the power to grant leave of absence.
- 11.6 The committee shall have the power to declare vacant the office of any member who fails to attend three (3) consecutive meetings without leave or apology and proceed to fill the vacancy.
- 11.7 If any member shall be found guilty of any act which in the opinion of the Committee renders it undesirable that he/she should continue as a Member, the Committee may expel such offending

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member and strike his/her name off the list of membership provided that such Member may appeal to a Special General Meeting.

11.5.1 Written notices of such appeal must be made to the Secretary within seven (7) days of notification of expulsion to such member.

11.5.2 The decision of the Committee may only be repealed by a vote of three quarters (3/4) of the Members present as such meeting.

11.5.3 Any membership subscription from the offending member is non-refundable should expulsion occur.

12 EXECUTIVE COMMITTEE

12.3 The Executive shall consist of the President, Vice President, Secretary, Treasurer and Communications & Operations Officer.

12.4 The Executive shall meet at the discretion of the President.

12.5 The Executive shall from time to time and have power to make such by-laws necessary to carry out the objects of the Club, and to vary such by-laws from time to time and both subject to ratification by full committee.

12.6 The Executive may exercise all powers of the Club and carry into effect all such objects of the Club and do all other acts or things that may be necessary for the welfare and benefit of the Club.

13 MEETINGS

13.3 Annual General Meeting

13.3.1 The AGM of the Club shall be held no later than thirty first (31st) May each year, but not before the thirtieth (30th) April each year.

13.3.2 Notice of this meeting shall be published at least fourteen (14) days prior to the AGM.

13.3.3 The quorum for the AGM shall be a minimum of ten (10) members.

13.3.4 All office bearers and Members shall be eligible to vote. (see 9 & 14)

13.3.5 The order of business at the AGM shall be:

- Open meeting
- Attendance – Apologies
- Reading and confirmation of previous AGM minutes
- Business arising from minutes
- Correspondence
- President Report
- Treasurer Report
- Amendments to the constitution
- Positions to be declared vacant (as per 8.3) Interim Chairperson to be appointed.
- Election of Office Bearers (see 8.3)
- Election of General Committee
- General Business
- Close Meeting

13.4 Special General Meeting

13.4.1 Special General Meetings may be called by two (2) Executive Members on request from any of the Members. Such request shall be signed by all concerned and state the reason for the meeting.

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- 13.4.2 Notification of such request shall be published within seven (7) days of request. The Special General Meeting shall be held within fourteen (14) days of notification of the meeting.
- 13.4.3 The quorum of a Special General Meeting shall be a minimum of five (5) Members.
- 13.4.4 All Office Bearers and Members shall be eligible to vote (see 9 & 14)
- 13.4.5 The business mentioned in the notification shall be the only business transacted at the Special General Meeting.

13.5 General Committee Meetings

- 13.5.1 The Committee shall meet at the discretion of the President.
- 13.5.2 A quorum for a Committee Meeting shall be at least two-thirds (2/3) of the Committee Members.
- 13.5.3 All Members, Coaches and Managers may be invited to attend Committee Meetings, take part in discussions, but shall not be allowed a vote unless a member of a Committee.
- 13.5.4 The order of business for the Committee Meeting shall be:-
Open meeting
Attendance – Apologies
Reading and confirmation of previous minutes
Business arising from previous minutes
Correspondence (inwards / outwards)
Treasurer Report
Association Report
Special Business
General Business
Date of next meeting
Close meeting

14 MEMBERSHIP

Membership is open to all persons interested in cricket.

Such persons are members of the Club who pay all membership fees as set by the Committee annually and shall entitle that person to the rights and privileges of the Club.

Parent/s or guardian/s of a person who has paid membership fees (as set in 14.1), or any other person so approved by the Committee, shall be entitled to the rights and privileges of the Club.

No Member will be permitted to participate in any game of cricket organized by the Club until a current disclaimer / indemnity document, approved by the Committee, has been signed on behalf of the player's parent/s or guardian/s.

Life Members

On recommendation by the Committee, persons having made outstanding contributions to the Club may be nominated for Life Membership. Ten years of service is the minimum qualification.

Any club member can put forward a nomination for life membership for the committee to consider.

Voting on Life Membership may be made at an AGM and must receive three quarters (3/4) a majority vote in favour of the nomination or a unanimous vote at the next executive meeting.

Playing life members shall be exempt from payment of annual subscriptions.

Life Membership shall take immediate effect from the awarded date and a commemorative medallion and certificate shall be struck and presented at the next presentation event.

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15 MEMBERSHIP FEES

- 15.1 Membership Fees shall be determined by the Committee on an annual basis.
- 15.2 Membership Fees shall be paid as determined by the Committee in line with association requirements
- 15.3 Non-financial members shall not be eligible for trophies or transfer to another cricket club.
- 15.4 In the case of extreme hardship, the Executive shall have the power to regarding 15.2 & 15.3 in the case of an individual.

DISORDERLY CONDUCT

Any Committee Member or coach shall have the power to report to the Club any player or member of the Club for Disorderly Conduct.

The Committee shall deal with the report in accordance with its powers.

CONSTITUTION AMENDMENTS

A minimum of fourteen (14) day`s notice of an amendment to the Constitution shall be published.

Alteration of, or amendment to this Constitution shall only be affected at an AGM or Special General Meeting, convened in accordance with Constitution.

No alteration of, or addition to the Constitution shall be affected, except by a three quarters (3/4) majority of those present and eligible to vote.

NON-PROFIT

The income and property of the Club shall be applied solely towards the promotion of the objects of the Club. No portion of the income or property shall be paid, transferred, or distributed directly or indirectly to the Members of the Club, provided that nothing shall prevent the payment in good faith or remuneration to any officer or employee of the Club or to any person other than a Member, in return for services rendered to the Club.

INSPECTION OF ASSOCIATION RECORDS

A member may at any reasonable time may inspect without charge, the books, documents, and securities of the Club.

DISSOLUTION

The Club may be dissolved by a resolution passed at a Special General Meeting by three-quarters (3/4) of those present and eligible to vote.

If upon the winding up or dissolution of the Club there remains after satisfaction of all its debts and liabilities and property whatsoever, the same must not be paid to or distributed among its Members, or former members. The surplus property must be given or transferred to another association incorporated under the Act which has similar objects and which is not carried out for the purposes of profit or gain to its individual members, and which association shall be determined by resolution of the members.

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AWARDS – QUALIFICATION FOR SENIOR CLUB - BATTING & BOWLING AVERAGES

- 21.1 Batting - Minimum - 180 runs, 6 games, 6 innings
21.2 Bowling - Minimum - 12 wickets, bowled in 5 games , 30 overs
- 21.3 If the minimum qualification is not achieved by any player, the Executive committee shall agree which player shall receive the award.

The Club shall adopt the below point system for Club champion points:

Points per:

Run 1

Unassisted wickets (bowled, LBW) 15

Assisted wickets 10

Unassisted run outs 10

Assisted Run outs 5

Stumping 5

Catches 5

16 LIQUOR LICENSING

On competition days of play, the opposing team, their officials and umpires are honorary members of our club.