

HOBART LADIES BADMINTON ASSOCIATION

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HOBART LADIES BADMINTON ASSOCIATION INCORPORATED.

CONSTITUTION AS UPDATED AUGUST 2015.

1. TITLE:

This Club shall be known as the Hobart Ladies Badminton Association Incorporated.

2. OBJECTS AND PURPOSES:

To promote and control social badminton competition between interested ladies as may be desired by its members.

3. MEMBERSHIP:

All interested ladies who shall become members by paying a seasonal registration in the current financial year.

4. COMMITTEE:

Subject to the general powers and control of the Association its affairs shall be managed by a Committee consisting of the President, Vice President, Secretary/Public Officer, Assistant Secretary/Public Officer, Results Secretary, Assistant Results Secretary, Treasurer, Assistant Treasurer, and Committee members representing all divisions, who shall be elected at the Annual General Meeting, to be held no later than July 31st each year.

(A.G.M. 1st July 2015 – registered Corporate Affairs July 2015)

5. POWERS OF THE COMMITTEE:

Subject to review and any amendments considered necessary by a three-quarters majority of those attending and entitled to vote at any Annual or Special General Meeting of the Association.

The Committee shall have all the powers necessary to efficiently carry out the objects of the Association.

6. FUNDS:

Funds and other assets of the Association shall be legally invested in the President, Vice President, Minutes Secretary/Public Officer, Results Secretary and Treasurer for the time being, upon trust to hold and apply the same in such manner as they may be directed by the Committee.

7. OFFICERS:

- a) All officers shall retire at each Annual General Meeting, but shall be eligible for re-election, and may continue to act until their successors have been elected. The Executive Officers of the HLBA can serve in their relevant positions for a maximum of five (5) consecutive years only.

(A.G.M. 1st July 2015 – registered Corporate Affairs July 2015)

- b) The Officers shall be:-

- (i) A President, who shall be an Ex-Officio member of the Committee and shall if present, preside at all meetings and have both a deliberate and casting vote. The

President's decision shall be final on all matters of form and procedure, unless a majority vote of the members present shall disagree with such ruling.

- (ii) A Vice President, who shall be an Ex-Officio member of the Committee and shall at all times assist the President and in her absence carry out her duties.
 - (iii) A Minutes Secretary/Public Officer, who shall be an Ex-Officio member of the Committee and shall keep full and accurate minutes in the books of all the proceedings of the Committee, shall give notice of all meetings and of all propositions to be brought before them and also other notices, subject to the direction of the Committee. As Public Officer, she is responsible for all communication with the Corporate Affairs Office, as required under the Associations Incorporation Act and Regulations.
 - (iv) A Results Secretary, who shall be an Ex-Officio member of the Committee and shall co-ordinate teams in all divisions and record and collate results of all games.
 - (v) A Treasurer, who shall be an Ex-Officio member of the Committee and shall receive all monies of the Association and pay all debts on being fully authorised by the Committee to do so. Shall have custody of the Association cheque books and bank passbooks, and shall produce the same at meetings of the Association. She shall keep her accounts posted so that they can be presented to the Committee at any time and shall render a Balance Sheet to the Auditors for the Annual Audit.
 - (vi) The Assistant Secretary/Public Officer, Assistant Results Secretary and Assistant Treasurer shall learn the roles of the respective Secretary/Public Officer, Results Secretary or Treasurer and shall assist with the duties of those positions as requested or required. *(A.G.M. 1st July 2015 – registered Corporate Affairs July 2015)*
- c. In the event of a vacancy occurring in any office, the Committee may appoint one of its members to a vacant office, and the member may continue in office up to and including the conclusion of the Annual General Meeting next.

8. COMMITTEE MEMBERS:

- a. All Divisions should be represented by at least one but not more than four Committee members to be elected for a one year period, with all retiring at each Annual General Meeting. The retiring Committee members shall be eligible for re-election. One Committee member from each day of play will be appointed by the Committee as an Assistant Treasurer, and shall be responsible for the collection of match fees, the issuing of receipts, and the forwarding of these to the Treasurer.
- b. In the event of a vacancy occurring in the office of Committee members, the Committee may appoint a member of the Association to fill the vacancy, and the member so appointed shall hold office until the conclusion of the Annual General Meeting next following the date of her appointment.

9. ELECTION OF OFFICERS AND COMMITTEE MEMBERS:

- a) Nomination of candidates for election as Officers or as Committee members:
 - (i) Shall be made in writing signed by one member of the Association and endorsed by the candidate.
 - (ii) Shall be delivered to the Secretary at least seven days before the date fixed for the end of roster games in the Summer Roster and placed on notice boards seven days prior to the Grand Finals of the Summer Roster.
- b) If the number of nominations received is equal to the number of vacancies to be

filled, the persons nominated shall be deemed to be elected.

- c) In the election of officers, if insufficient nominations are received to fill the vacancies, the candidates nominated shall be deemed to be elected and further nominations shall be received at the Annual General Meeting. If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held at the Annual General Meeting in such usual and proper manner as the Committee may direct.
- d) In the election of Committee members, if a division has no nominations or more than four nominations, then a ballot for that division should be held on the last roster day of the Summer Roster.
- e) At no time shall a Committee Member of any status be allowed to hold more than one position. *(Addition passed A.G.M. July, 2009. Registered Corporate Affairs).*

10. AUDITORS:

There shall be one or more duly registered Company Auditors who shall be appointed by the members at each Annual General Meeting.

11. MEETINGS OF THE COMMITTEE:

- a) The Committee shall meet at least twice per season at such a place and times as they may determine.
- b) Any six members of the Committee constitutes a quorum.
- c) At meetings of the Committee the President, or in her absence the Vice President shall preside.
- d) Each person present at a meeting of the Committee, including the person presiding at the meeting, is entitled to vote and in the event of any question the person presiding may exercise a casting vote.

12. EXECUTIVE COMMITTEE:

- a) An Executive Committee consisting of at least three Ex-Officio officers may make decisions in matters of urgency during the intervals between meetings of the Committee, and such decisions shall be reported to the next meeting of the Committee.
- b) The office of an Executive Committee member of the Association becomes vacant if the Executive Committee member fails without leave granted by the Committee to attend 3 consecutive meetings.
(A.G.M. 9th July, 1997 – registered Corporate Affairs 31/7/97).

13. SPECIAL GENERAL MEETINGS:

May be called by the President or Secretary as occasions may arise, and shall be called by same on receipt of a requisition in writing, stating the business to be dealt with and signed by any ten financial members of the Association. Seven days notice at least of the time and place of such meetings shall be placed on notice boards.

14. ANNUAL GENERAL MEETINGS:

The Annual General Meeting shall be held within one month following the completion of the financial year of the Association. Fourteen days' notice at least of the time and place of this meeting shall be placed on notice boards.

15. BUSINESS OF ANNUAL GENERAL MEETINGS:

- a. Notice convening meeting.
- b. Present.
- c. Apologies.
- d. Read, confirm and deal with the minutes of previous Annual General Meeting – Business Arising.
- e. Correspondence, receive incoming, move outgoing.
- f. Atalanta Jamboree Report and Balance Sheet.
- g. Presentation of Annual Report and Balance Sheet of the retiring President and Committee.
- h. Election of President, Vice President, Minutes Secretary/Public Officer, Results Secretary, Treasurer, at least one Committee member from each division, but not more than four and one Assistant Treasurer from each grade.
- i. Election of Auditors.
- j. Seasonal Registration and Match Fees.
- k. General Business.

16. FINANCIAL YEAR:

1st July to 30th June.

17. AMENDMENTS TO CONSTITUTION AND RULES:

- a) No amendments of the Constitution and Rules may be made except by a three quarter majority of those present and entitled to vote at an Annual or Special General Meeting.
- b) The text of any proposed amendments shall be supplied to the Minutes Secretary of the Association at least fourteen days before the date of the meeting.

18. QUORUM AT ANNUAL OR SPECIAL GENERAL MEETINGS:

Twelve financial members shall form a quorum at Annual or subsequent Special General Meetings.

19. SUB-COMMITTEES:

The purpose of any appointed sub-committee would be to oversee designated activities as required.

Positions of the sub-committee shall include a Chairperson/Secretary and/or Treasurer relative to the purpose of the sub-committee. Accurate records are to be kept and reported to the H.L.B.A. Inc. meetings, and must include a written report and financial statement to the A.G.M.

(A.G.M. 13th July 1993 – registered Corporate Affairs 28/4/94)

20. DISSOLUTION OF THE ASSOCIATION:

The Association may only be dissolved by a resolution of three quarters of all financial Members. In the event of a dissolution, all assets of the Association shall be transferred to the Southern Tasmanian Badminton Association for the specific use of Junior Player Development, in accordance with the Associations Incorporation Act of 1964.

Every Member of the Association who was a Member within a period of twelve months preceding the dissolution is liable to contribute to the assets of the Association for payment of any debts or liabilities of the Association and for the costs, charges and expenses of the dissolution and for the adjustment of the rights of the contributories among themselves such sum not exceeding one dollar.

A former Member of the Association is not liable to contribute in respect of any debt or liability of the Association contracted after she ceased to become a Member).
(A.G.M. 7th July 2010 – registered Corporate Affairs July 2010)