



## CONSTITUTION

### NAME

1.1 The Club shall be known as the PENRITH R.S.L. CLUB LIMITED JUNIOR CRICKET CLUB. Wherever the word 'Club' appears within this Constitution it shall refer to the above-mentioned Club.

1.2 The Club is an intra sporting club operated and sponsored by the Penrith R.S.L. Club Limited and is bound by the parent club's constitution, although operating in an independent manner. Officials are responsible to the Board of Directors through the Sports Director.

### COLOURS

2. The official colours of the Club shall be Empire Blue and Gold.

### AIM OF THE CLUB

3. The aims of the Club shall be:
- a. to promote the name of Penrith R.S.L. Club and the Junior Cricket Club throughout the Penrith District.
  - b. promote and foster the game of cricket amongst the youth of the area by providing the maximum possible participation in all aspects of the game for the maximum number of players.
  - c. to provide the opportunity for teams to participate in Junior Cricket Competitions arranged by the Penrith Junior Cricket Association and/or affiliated bodies and to abide by their rules.

## PLAYERS

4. A player must be a child of a financial member of Penrith R.S.L. Club Limited.

## COACHES AND MANAGERS

5. Team Coaching and Management appointments are bound by the following criteria:

- a. All team coaching and management appointments require prior endorsement by the Club executive officers.
- b. Each team coaching and management nominee over the age of eighteen (18) must be a financial member of the Penrith R.S.L. Club Limited.

## REGISTRATION FEES

6. No player shall be permitted to play for the Club in a competition match until the registration fee for the current season has been paid, unless special approval has been granted by the Management Committee. Such registration fees shall be set at the Annual General Meeting.

## MANAGEMENT OF THE CLUB

7. The business and general affairs of the Club shall be under the control of a Management Committee consisting of the executive officers as listed below:

- i. President
- ii. Vice-President
- iii. Honorary Secretary
- iv. Honorary Treasurer
- v. Competition Secretary

and not less than FOUR (4), or not more than SIX (6) ordinary members.

8. Any member of the Management Committee who is absent from TWO (2) consecutive meetings without leave shall vacate his/her position on the Committee, unless an explanation, satisfactory to the Committee, is provided. Any such vacancy may be filled at the discretion of the committee.

9. The Management Committee shall be responsible for the organisation of the Annual Presentation and any social or other events.

10. The duration of office shall be for a period of TWELVE (12) months unless altered by an Annual General Meeting or by the default of the elected officer.

## ANNUAL PRESENTATION

11. The Club shall conduct a Presentation Ceremony at the completion of each season and prior to the Annual General Meeting (refer paragraph 14). The purpose of this presentation is to award trophies as outlined in the Club By-Laws, Section 5.

## MEMBERSHIP OF THE CLUB

12. Membership of the Club shall be open to the following persons:
- a. Players' parents who are financial members of Penrith R.S.L. Club Limited.
  - b. Coaches/managers who are financial members of the Penrith R.S.L. Club Limited.
  - c. Other persons who are financial members of Penrith R.S.L. Club Limited and who have had not less than TWO (2) years involvement with the Club.
  - d. Honorary Members and Life Members.

13. A properly constituted Annual General Meeting or Special General Meeting may appoint any person as an Honorary Member or as a Life Member of the Club in recognition of services rendered in promoting the interests and objectives of the Club. A period of not less than SIX (6) years shall be a criteria for Life Membership. In addition Life Members will be awarded a suitably engraved plaque at the Annual Presentation following their appointment.

## MEETINGS

### 14. ANNUAL GENERAL MEETING

The Club shall conduct an Annual General Meeting in the month of June each year, on a date and at a time and venue to be determined by the Management Committee.

The quorum for an Annual General Meeting shall be a minimum of THREE (3) of the outgoing executive officers plus FIVE (5) ordinary members.

The business of the Annual General Meeting shall be:

- a. to ratify the minutes of the previous Annual General Meeting.
- b. to receive reports from the President, Honorary Secretary, Honorary Treasurer and Competition Secretary and to adopt those reports, if so agreed.

- c. to elect a Management Committee as defined in Paragraph 7.
- d. to fix all fees for the forthcoming season.
- e. to consider and approve, if so agreed, all additions and alterations to the Constitution. Any such additions or alterations to be submitted to the parent club for endorsement.
- f. to transact such other business as may be brought forward for the improvement and benefit of the Club.

15. The Annual General Meeting may make By-Laws necessary for the proper administration of the Club. Any By-Laws so made shall not be repealed, added to or amended unless and until:

- a. Notice of intention to propose such repeal, addition or amendment is first given in writing to the Secretary of the Club not later than TWENTY-ONE (21) days prior to the date of such Annual General Meeting and included in the agenda for such meeting.

b. Such repeal, addition or amendment is proposed at such Annual General meeting and is approved by not less than SEVENTY (70%) percent of the persons present and eligible to vote thereon.

#### 16. **SPECIAL GENERAL MEETING**

- a. A Special General Meeting may be convened at any time by the Management Committee or, **MUST** be convened within SEVEN (7) days when so requested by at least FIVE (5) ordinary members.
- b. The only business that may be conducted at such a meeting shall be the business for which the meeting was so convened.
- c. TWELVE (12) ordinary members shall constitute a quorum, and must include the President (or Vice-President), Honorary Secretary and Honorary Treasurer.

#### 17. **MANAGEMENT COMMITTEE MEETINGS**

- a. The Management Committee shall meet TEN (10) times in each financial year, or more often as thought necessary, at reasonably regular intervals for the transaction of business.
- b. FIVE (5) members of the Management Committee shall constitute a quorum and must include not less than THREE (3) executive officers.

#### 18. **VOTING**

Each member of the Club shall be entitled to ONE (1) vote, except for the

Chairman who shall be entitled to a casting vote in cases of equality in addition to his normal vote.

## 19. QUORUMS

Any meeting for which no quorum is present not later than FIFTEEN (15) minutes of the appointed time for such meeting shall be reconvened SEVEN (7) days later, and those members present at that time shall constitute a quorum for that meeting.

## NOTICES OF MOTION

20. All Notices of Motion for resolution at an Annual General Meeting or a Special General Meeting shall be made in writing and shall be in the hands of the Honorary. Secretary at least TWENTY-ONE (21) days prior to that meeting.

## ALTERATIONS TO THE CONSTITUTION

21. No addition or alteration to this Constitution shall be made unless notice of intention to propose same shall have been given in accordance with Paragraph 20.

22. No addition or alteration shall be valid or acted upon without the approval of not less than SEVENTY (70%) percent of the persons present at an Annual General Meeting and eligible to vote thereon.

## NOMINATIONS FOR ELECTION

23. a. Nominations for election of the executive officers and the ordinary members of the Management Committee shall be received from the floor of the Annual General Meeting.
- b. Nominees for the Committee shall be members of Penrith R.S.L. Club Limited.
- c. All nominees must signify their willingness to stand for the nominated position.
- d. No ballot shall be required when the number of nominations received does not exceed the number of vacancies and the persons nominated shall be declared duly elected.

## DUTIES OF THE EXECUTIVE

24. The Honorary. Secretary shall carry out his duties under the direction of

the Management Committee and keep a true record of all meetings, attend to correspondence, issue notices for meetings and carry out such duties as the Committee may from time to time direct.

**25 THE HONORARY TREASURER**

- a. shall receive all monies payable to the Club and issue receipts for same. All monies so received shall be paid into the bank account of the Club.
- b. shall present at each General Meeting a balance of the finances of the Club and shall keep proper books of account of all monies received and disbursed.
- c. shall prepare and submit, to the board of the Penrith R.S.L. Club Limited, a subsidy request in the month of December each year.
- d. shall perform all such other duties as may be requested by the Committee from time to time.

**26 THE COMPETITION SECRETARY**

- a. shall be responsible for ensuring that all team managers comply with the Competition Rules of the Penrith Junior Cricket Association.
- b. shall keep records of individual performances in matches and shall submit match results to the Penrith Junior Cricket Association within 7 days of the completion of each match. The Competition Secretary shall be responsible for collating and submitting to the Penrith Junior Cricket Association the completed Summary of Match Results, Batting and Catching Summary, Bowling Summary and the Summary of Players sheets from the back of each teams scorebook within SEVEN (7) days of the completion of the final competition round
- c. shall submit results of Semi-Final matches to the Penrith Junior Cricket Association within THREE (3) days of the matches being completed or at any other time that may be specified by the Penrith Junior Cricket Association.
- d. shall be responsible for maintaining player histories.
- e. shall submit bi-monthly reports for inclusion in the Penrith R.S.L. Club Limited magazine, 'Razzle'.
- f. shall perform all such other duties as may be requested by the Committee from time to time.