

**CONSTITUTION
WANNEROO CITY SOCCER CLUB Inc.
Amended - 3rd December 2018**

1.0 NAME

The name of the Club is Wanneroo City Soccer Club (Inc.) hereinafter referred to as the "Club".

2.0 OBJECTS

The objects of the Club are;

- 2.1 To foster the game of Association Football (Soccer) and to provide facilities for the playing of the game.
- 2.2 To promote and encourage the playing of Junior and Senior Football (Soccer) in accordance with the laws of the game as laid down from time to time by FIFA.
- 2.3 To provide recreational and sporting facilities for its members, to encourage the game of Football (Soccer) in its district and to promote good fellowship amongst its members.

3.0 POWERS OF THE CLUB

- 3.1 To acquire, hold, deal with, and dispose of any real or personal property;
- 3.2 To open and operate bank accounts;
- 3.3 To invest its money –
 - (i) in any security in which trust moneys may be invested, or;
 - (ii) in any other manner authorised by the rules of the Club;
- 3.4 To borrow money upon such terms and conditions as the Club thinks fit
- 3.5 To give such security for the discharge of liabilities incurred by the Club as the Club thinks fit;
- 3.6 To appoint agents to transact any business of the Club on its behalf;
- 3.5 To enter into any other contract the Club considers necessary or desirable.

4.0 MEMBERSHIP

4.1 Membership shall be open to any person who wishes to further the interests of the Club.

4.2 Any person seeking membership shall make application to the Management Committee, hereinafter referred to as the Committee and the Committee shall determine whether the application is successful or not. Applications denied membership shall be advised in writing.

4.3 Each person admitted to membership shall be;

4.3.1 bound by the Constitution and By-laws of the Club

4.3.2 come liable for such fees and subscriptions as may be fixed by the Club

4.3.3 entitled to all advantages and privileges of membership.

4.4 Membership Categories:

4.4.1 Ordinary Playing Member

Any person, over the age of 18, wishing to play in organised competitions or any other organised playing activity shall become an Ordinary Playing Member of the Club and be entitled to hold any office and enjoy the privileges of the Club. Ordinary Playing Members shall pay a membership fee as set by the Committee, plus any other fees to cover playing activities as set by the Committee.

4.4.2 Social Member

Persons who are interested in supporting or promoting the Club, but who do not wish to participate in the playing activities of the Club, may become a Social Member and be entitled to hold any office and enjoy the privileges of the Club. Social Members shall pay a membership fee as set by the Committee.

4.4.3 Junior Playing Member

Any person under the age of 18 years wanting to play in organised competitions or any other organised playing activity may become a Junior Playing Member. Junior Playing Members shall pay fees as set out by the Committee, including the Club membership fee that will entitle one parent or guardian to be a Social Member. Junior Playing Members shall have no voting rights nor be entitled to hold any office.

4.4.4 Parent Social Member

Every Junior Playing Member will pay the Club membership as part of their annual Club membership fees, which will entitle one parent or guardian to become a Parent Social Member. Parent Social Members will be entitled to hold any office and enjoy the privileges of the Club.

4.4.5 Life Membership

Any member who has given outstanding service to the Club may be elected by the Committee as a Life Member. Any member may nominate a person to the Committee for consideration for Life Membership. The Committee shall decide based on high achievement across the length of service; contributions as a player, Committee member, volunteer, coach, supporter etc.; representation of the Club and demonstration of the objects and values of the Club.

Life Members are not liable for the Club membership fee and will be entitled to hold any office and enjoy all the privileges at the Club.

4.4.6 Patron

The Club may, at its discretion elect a patron/s or vice patron/s of the Club for such period as may be deemed necessary. Such patron/s or vice patron/s shall not be eligible to vote unless they are current members of the Club under another category of membership.

4.4.7 Affiliated Clubs or Teams

A Club or team may be affiliated with the Club by applying to the Committee. Affiliated Teams may use the Club's facilities as determined by the Committee. All persons on the Affiliated Team, over the age of 18, must become Social Members of the Club by paying the Membership Fee and will be entitled to hold any office and enjoy the privileges of the Club.

- 4.5 The Committee shall appoint a member of the Committee to maintain an up to date register of members of the Club.
- 4.6 A member may at any reasonable time inspect the records and documents of the Club.
- 4.7 The Committee shall have the right to refuse to admit any person to membership without assigning any reason for doing so.
- 4.8 Membership will be in accordance with the Clubs financial year. All memberships will become due at the start of the financial year and must be paid within a time frame as determined by the Committee.

5.0 TERMINATION OF MEMBERSHIP

- 5.1 Any person's membership may be terminated by the following events;
- 5.1.1 Resignation
 - 5.1.2 False or inaccurate statements made in the member's application for membership of the Club, breach of any rule, regulation or By-law of the Club or commit any act detrimental to the Club.
- 5.2 The Committee shall have the power to suspend or expel any member of the Club for any of the events in Item 5.1 above.
- 5.3 Any member who is expelled, suspended or has their membership terminated shall have the right to appeal against their suspension or expulsion by presenting their case to a General Meeting called for such purpose, and the decision of the General Meeting shall be final.

6.0 MANAGEMENT COMMITTEE

- 6.1 The Management of the Club shall be vested in the Management Committee (Committee) elected by the members at the Annual General Meeting (AGM) and consisting of;
- 6.1.1 President
 - 6.1.2 Vice President – Seniors
 - 6.1.3 Vice President – Juniors
 - 6.1.4 Secretary
 - 6.1.5 Treasurer
 - 6.1.6 A Minimum of 4 Committee Members
- 6.2 No person shall hold more than one position on the Committee at any one time
- 6.3 Committee positions shall be for a period of two years. A person will cease to be a member of the Committee at the conclusion of the AGM, following his/her election as follows:
- Odd years (when the financial year ends in an odd year) – President, Vice President - Juniors, Treasurer and 50% of the Committee members.
 - Even Years (when the financial year ends in an even year) – Vice President - Seniors, Secretary and 50% of the Committee members.

Committee Members shall be eligible for re-election following the expiry of their term.

- 6.4 Committee meetings are held on the 3rd Monday of every month.

- 6.5 Committee Members are to be given 48 hours notice of meetings, by email or SMS, with an Agenda sent by the Secretary.
- 6.6 The Agenda for Committee Meetings shall be:
- Opening of meeting
 - Confirmation of minutes of the previous committee meeting
 - Actions arising from the previous meeting
 - Correspondence
 - Treasurer's report
 - Other reports
 - General business (current issues for discussion)
 - Other business (issues for consideration/future discussion)
 - Set action list
 - Confirmation of next meeting
- 6.7 A quorum of the Committee shall be a half plus one.
- 6.8 Each Committee Member present at the meeting shall have one vote.
- 6.9 If the President or Vice President is unable to attend, then a chairperson nominated by the meeting shall chair that meeting.
- 6.10 A member of the Committee may lose their seat on the Committee for either of the following: Absence from three or more meetings without leave of absence or found not to be a financial member.

7.0 POWERS OF THE COMMITTEE

- 7.1 The Committee shall carry out the day to day running of the Club and shall have the power to;
- 7.1.1 Administer the finances, appoint bankers, and direct the opening of banking accounts for specific purposes and to transfer funds from one account to another, and to close any such account.
- 7.1.2 Fix the way such banking accounts shall be operated upon, providing all payments are passed by the Committee.
- 7.1.3 Fix fees and subscriptions payable by members and decide such levies, fines and charges as deemed necessary and advisable, and to enforce payment thereof.
- 7.1.4 Adjudicate on all matters brought before it which in any way affect the Club.
- 7.1.5 Cause minutes to be made of all proceedings at meetings of the Committee and General Meetings of members;
- 7.1.6 Make, amend and rescind rulings and By-laws.

- 7.1.7 Have the power to form and appoint any sub-Committee/s as required for specific purposes.
- 7.1.8 May at their discretion employ a person or persons to carry out certain duties required by the Club at salaries or remunerations for such periods, as may be deemed necessary.
- 7.1.9 Should a vacancy occur on the Committee during the season, the Committee shall appoint a successor until the next AGM.
- 7.1.10 Appoint an officer/s or agent of the Committee to have custody of the Club's records, documents and securities.

8.0 GENERAL MEETINGS

8.1 Annual General Meeting

- 8.1.1 The AGM of the Club must be held within four (4) months of the end of the Club's Financial Year.
- 8.1.2 The Secretary shall give at least fourteen (14) days notice of the date of the AGM to members.
- 8.1.3 All financial members may attend the AGM.
- 8.1.4 The quorum at the AGM shall be a minimum of fifteen (15) members. If at the end of the 30 minutes after the time appointed in the notice for the opening of the meeting there be no quorum, the meeting shall stand adjourned for one (1) week. If such a meeting there is no quorum, those members present shall be competent to discharge the business of the meeting.
- 8.1.5 The agenda for an AGM shall be:
- Opening of Meeting
 - Apologies
 - Confirmation of Minutes of previous AGM
 - Presentation of Treasurer's Statement
 - Election of the new Committee
 - Vote of thanks to outgoing Committee
 - Notice/s of Motion
 - Urgent general business
 - Closure

8.2 General Meetings

- 8.2.1 General Meetings may be called by the Committee or at the request of the President and Secretary or on the written request of ten (10) members.

8.2.2 The Secretary shall give at least seven (7) days notice, in writing, of the date of the General Meeting to the members. Notice of General Meetings shall set out clearly the business for which the meeting has been called. No other business shall be dealt with at that General Meeting.

8.2.3 The quorum at the General Meeting shall be a minimum of fifteen (15) members.

9.0 VOTING

9.1 Voting powers at the AGM and General Meetings shall be;

9.1.1 The President shall be entitled to a deliberative vote and in the event of a tied vote, the President shall exercise a casting vote.

9.1.2 Each individual financial member present shall have one (1) vote.

9.2 Voting powers at Committee Meetings shall be;

9.2.1 The President shall be entitled to a deliberative vote, and in the event of a tied vote, the President shall exercise a casting vote.

9.2.2 Each individual Committee member present shall have one (1) vote.

10.0 FINANCE

10.1 All funds of the Club shall be deposited into the Club's accounts at such bank or recognised financial institution as the Committee may determine.

10.2 All accounts due by the Club shall be paid by debit card or direct deposit after having been passed for payment by the Committee and when immediate payment is necessary, account/s shall be paid and the action endorsed at the next Committee Meeting.

10.3 A record of income and expenditure shall be kept in either a petty cash book, or accounting program (eg. Excel/Cashflow Manager/MYOB).

10.4 A statement showing the financial position of the Club shall be tabled at each Committee Meeting.

10.5 A statement of Income & Expenditure, Assets and Liabilities shall be submitted to the AGM.

- 10.6 The financial year of the Club shall commence on the 1st of November of each year.
- 10.7 The signatories to the Club's account/s will be the Treasurer and any one (1) from the following;
- President
 - Vice President – Seniors
 - Vice President - Juniors
 - Secretary
- 10.8 All property and income of the Club will apply to the promotion of the objects of the Club and no part of that property or income shall be paid or otherwise distributed, directly or indirectly, to members, except in good faith in the promotion of these objects.
- 10.9 The Committee may appoint an Auditor to audit the books as and when deemed necessary.

11.0 COMMON SEAL

The Common Seal of the Club shall be kept in the care of the Secretary. The seal shall not be used or affixed to any deed or other document except pursuant to a resolution of the Committee and in the presence of at least the President and two (2) members of the Committee, both of whom shall subscribe their names as witnesses.

12.0 ALTERATIONS TO THE CONSTITUTION AND BY-LAWS

- 12.1 No alteration, repeal or addition shall be made to the Constitution except at the AGM, or General Meeting called for that purpose and notice of all motions to alter, repeal or add to the Constitution shall be given to members fourteen (14) days prior to the AGM, or seven (7) days prior to a General Meeting called for such purpose.
- 12.2 The Secretary shall forward such notices of motion to each Committee member at least fourteen (14) days prior to the AGM or seven (7) days prior to a General Meeting.
- 12.3 Alterations to the By-laws can only be made at Committee Meetings provided notice of the proposed alteration/s has been duly notified to Committee Members.
- 12.4 Such motions or any part thereof shall be of no effect unless passed by a seventy-five percent (75%) majority (Special Resolution) of those present and entitled to vote at the AGM or Committee Meeting, as the case may be.

12.5 Within one month of the passing of a Special Resolution, the Secretary shall notify the Ministry of Fair Trading of the amendment.

13.0 SUPPLY OF LIQUOR – LIQUOR ACT TO BE OBSERVED

The Club shall maintain the appropriate licence in accordance with liquor licensing requirements and regulations. The Club shall be open for sale of liquor during such hours as the Committee shall from time to time determine and as permitted under the Liquor Act.

14.0 PROCEDURE FOR DEALING WITH DISPUTES UNDER OR RELATING TO THE RULES

14.1 Where possible, disputes between the Club and a member/s, or between members of the Club, should be resolved by encouraging open discussion of the parties involved. In all cases, the views of each party should be considered and respected. The Committee will ensure that a forum is created for all parties to come together to air their grievances.

14.2 Where a dispute exists between Members of the Club, the Committee will formulate an outcome that will be in the best interests of the Club. This decision will be made available to the parties involved and they will be given an opportunity to respond and question the reasons for the decision. The Committee will have the power to enforce the ruling, in the best interest of the club.

14.3 Where a dispute exists between a member/s and the Club, the Committee will formulate an outcome that is in the best interests of the Club. This decision will be made available to the parties involved and they will be given an opportunity to respond and question the reasons for the decision. If the parties affected do not agree with the rulings of the Committee, the matter will be referred to the governing body of soccer in WA to allow for mediation.

15.0 DISSOLUTION

If, on the winding up of the Club, any property of the Club remains after satisfaction of the debts and liabilities of the Club and the costs, charges and expenses of that winding up, that property shall be distributed;

- (a) To another incorporated association having objects like those of the Club; or
- (b) For charitable or benevolent purposes, which incorporated association or purposes, as the case requires, shall be determined by resolution of members