



Fair Trading
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4 FEB 2011
REGISTRY OF CO-OPERATIVES & ASSOCIATIONS

Form A6

13



Received at: HWST
Date: 28-1-11
Receipt no:

Application to change objects or constitution
Associations Incorporation Act 2009 (section 10)

Please read the information provided before completing this form
This form should be completed in BLACK or BLUE ink and BLOCK LETTERS

Application fee \$41.00 (GST free)
Fee must accompany form

Association details

Incorporation number INC(Y) 0 6 7 1 4 2 7

Name **GYMEA JUNIOR ROGGBY LEAGUE FOOTBALL CLUB** Incorporated

Special resolution

The special resolution approving the change of objects or constitution was passed by the association

at a general meeting of members by postal ballot in the manner approved by the Director-General

Date of special resolution: 24 / 01 / 2011
DD MM YYYY

The special resolution is as follows, or is attached

CHANGE THE CURRENT CONSTITUTION AS PER THE DOCUMENTS ATTACHED TO THIS FORM

Does the resolution adopt the Fair Trading model constitution without amendment? Yes No

If the change to the constitution alters the date for the financial year end, enter the new financial year end: N/A
(If the association has adopted the model constitution its financial year end is 30 June)

Declaration and privacy acknowledgement

I **GREGORY WILLIAM MORTLOCK** of **3 UNIVERSITY ROAD MIRANDA NSW 2228**
NAME ADDRESS

declare that

- I am authorised by the committee of the association to make this application.
- the information set out in this form and in any attachment to this form is correct.
- the constitution accompanying this Application comply with the requirements of the Associations Incorporation Act 2009 and have been amended as required by section 10 of the Act, and

I acknowledge that

- NSW Fair Trading is collecting and holding information (including personal information) supplied in this form for the purposes of the Associations Incorporation Act 2009 and in particular, inclusion in a register maintained under that Act which is open to public inspection.
- NSW Fair Trading may disclose personal information to persons or bodies and to receive information from them in respect of purpose(s) related to the association's incorporation and activities, and
- I have a right to seek access to and correction of the personal information supplied/collected from me

Signature: 27 / 01 / 2011
DD MM YYYY

Committee member Public officer (signatory must tick at least one box)

Contact details of the person lodging this document

PLEASE TURN OVER

Surname: **MORTLOCK** Given name (s): **GREGORY WILLIAM**

Title (Mr/Mrs/Ms): **MR** Daytime telephone: **0419 232 573**

Address: **3 UNIVERSITY ROAD**

Town/suburb: **MIRANDA** State: **NSW** Postcode: **2228**

Email: **Secretary@gymeajrffc.com**





GYMEA

Junior Rugby League Football Club inc.

28 January 2011

Dept Of Fair Trading NSW
P.O. Box 22
Bathurst NSW 2795

The GyMEA Junior Rugby League Football Club inc held a Special General Meeting on the 24th January 2011 at the GyMEA JRLFC Club House Cnr Corea and Box Rds Sylvania at 7.00pm.

Purpose of Meeting:

1) Special Resolution Meeting to make changes to the Current Constitution of the GyMEA Junior Rugby League Football Club inc.

a) Adopt changes as outlined in the proposed document (see attached) and accept in its entirety the document to become the Constitution for the GyMEA Junior Rugby League Football Club inc.

Amendments to the proposed document as voted at meeting.

5. Office Bearers

d) Currently states 2 *Junior Vice Presidents*, proposed change to read The Junior Vice President Proposed change voted against and the current 2 *Junior Vice Presidents* remains.

15: Life Membership

a) (iii) Proposed change to add read *A member who has played not less than 300 games for the club.* Proposed change voted against 15a) (iii) removed.

g) For the purpose of clarifying clause 14a) i) or ii) should have read
For the purpose of clarifying clause 15a) i) or ii)

GyMEA Gorilla's Junior Rugby League Football Club Inc.

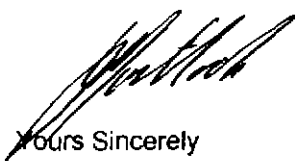
P.O. Box 792, GyMEA, NSW 2227

www.gymeajrlfc.com

17: Sponsorship

- c) Proposal reads Gymea *Gorillas* Junior Rugby league Football Club Inc
should have read (typing error)
Gymea Junior Rugby League Football Club Inc.

The proposed document was voted on and passed unanimously to be adopted as the new Constitution for the Gymea Junior Rugby League Football Club inc and be lodged with the Dept of Fair Trading NSW. Attached to this letter are copies of the Proposed Document and The Accepted Constitution to be lodged with the changes as outlined above all other changes are as per the proposed document voted on by the members.



Yours Sincerely

Greg Mortlock

Secretary Gymea JRLFC

0419232573

Email secretary@gymeajrlfc.com

Gymea Gorilla's Junior Rugby League Football Club Inc.

P.O. Box 792, Gymea, NSW 2227

www.gymeajrlfc.com

GyMEA JRLFC Inc. Constitution

1. NAME:

The name of the club shall be GYMEA JUNIOR RUGBY LEAGUE FOOTBALL CLUB INCORPORATED. (referred to herein as 'the club'.)

2. OBJECTS AND POWERS:

The objects of the club are:

- a) To foster and propagate the game of Rugby League
- b) To co-operate with other clubs and organisations in order that all actions taken in respect of the game are conducive to the best interests of the club and the game.

For the purpose of carrying out these objectives the club shall have the power: -

- a) To provide and maintain grounds, playing fields, materials, equipment and other facilities for the game.
- b) To regulate and control the operation of members, registered players and any other person with personal involvement with the club in connection with club matters or the game in general.
- c) To provide facilities for the settlement of disputes, punishment for misconduct and for breaches of these rules or any other rule or By-Law made there under.
- d) to invest the funds of the club in such manner as shall be decided from time to time.
- e) To borrow, raise or secure the payment of monies in such manner as the General committee may decide AND with the approval of the General Committee to lend money or give credit to any person or persons or body of persons and to guarantee the payment of money and the performance of obligations by any person or body of persons.
- f) To generally do all things necessary for, or incidental to the pursuit of the objects of the club.

3. MEMBERS:

There shall be three classes of membership:

- a) (i) Ordinary Members
 - (ii) Foundation Members
 - (iii) Life Members
- b) subject to these rules, the members of the club immediately prior to incorporation and any other persons or associations that the Committee admits shall be the members of the club.
- c) Membership is open to all individuals and organisations who accept the objects and rules of the club. An unincorporated organisation is not capable of being a member of the club, but it may nominate individuals to be members to represent it. Non playing members must be over the age of 18 years (with the exception of coaches). Playing members must be over the age of 16 years.
- d) all members other than Foundation Members and Life Members shall pay such fees as are determined by the club at each Annual General Meeting, by a simple majority vote of members.
- e) Foundation Members shall be deemed to be members during the period of their own lifetime, they are bound by these rules or any other rule or By - Law made there under and to all intents and purposes have the privileges and benefits of ordinary members. Foundation Members are NOT Life Members, but, may however, be elected as such, in accordance with the provisions of these rules.
- f) Individuals and organisations wishing to become members of the club shall apply to the Committee for membership.
- g) The Committee shall determine whether or not to accept any application for membership. The Committee is not required to supply reasons for accepting or rejecting an application for membership.
- h) A Register of Members shall be kept by the club showing the name, address, type of membership and date of commencement of membership of each member. Provisions for showing the date of cessation of membership shall also be contained in the Register.
- i) Membership shall cease upon resignation, expulsion, or failure to pay outstanding membership fees within 3 months of the due date.
- j) Membership fees shall fall due on the first day of January in each and every year.

4. MEMBERS LIABILITIES:

The members of the club shall have no liability to contribute towards the payment of debts of the club or the costs, charges and expenses of winding up, of the club except to the amount of any unpaid membership fees.

5. OFFICE BEARERS:

The Office Bearers of the club shall be:-

- a) The Patrons
- b) The President
- c) The Senior Vice President
- d) Two Junior Vice Presidents
- e) The Honorary Secretary
- f) The Honorary Assistant Secretary
- g) The Honorary Treasurer
- h) The Publicity Officer
- i) The Insurance Officer
- j) The Club Recorder and Historian
- k) The Gear Steward
- l) The Registration Officer
- m) The Social Secretary

6. MANAGEMENT - BY COMMITTEE:

- a). The club shall have its affairs controlled, managed and conducted by the Office Bearers, and members known as the General Committee.
- b) The General Committee shall comprise all Office Bearers and other Financial Members of the club as elected.
- c). The Office Bearers and other members of the General Committee shall be elected at each Annual General Meeting. Any casual vacancy occurring in the General Committee may be filled by a member appointed by the General Committee.
- d). Each member of the General Committee shall hold office from the date of their election or appointment until the next Annual General Meeting.
- e). All retiring committee members are eligible for re-election.
- f). The General Committee shall meet as often as necessary to conduct the business of the club and not less than once in each month.
- g). The quorum for meetings of the General Committee shall be twelve (12).
- h). Notice of General Committee meetings shall be given at the previous General Committee meeting or by such other means as the General committee may decide.
- i). A member of the General Committee shall cease to hold office upon resignation in writing, removal as a member of the club, or absence from three (3) successive General Committee meetings without the approval of the General Committee.
- j). The General Committee may function validly providing its number is not reduced below the quorum. Should General Committee numbers fall below the quorum the remaining General Committee members may act only to appoint new General Committee members.
- k) c) The Club Executive shall be empowered at any time to call any member, registered player or parent of any registered player of the club to appear before it for any misdemeanours or any alleged misdemeanours, or any action which might be detrimental to the name or the smooth running of the

club. The Club Executive shall not conduct enquiries into any of the above mentioned alleged actions in the absence of the member, registered player or parent concerned. If the member, registered player or parent fails to appear before the Club Executive (after being given due written notice) without just cause, he/she shall be suspended until such time as he/she does appear. The Secretary must write to the member, registered player or parent of any registered player giving him/her seven (7) days clear notice of the obligation to appear before the Club Executive. The Club Executive may, by a majority vote, suspend or disqualify from membership or playing rights the member, registered player or parent of a registered player.

for any period that it thinks fit. The member, registered player or parent of a registered player retains the right to appeal any decision of the Club Executive by issuing an appeal in writing to the Secretary within fourteen (14) days of written notification of the Club Executives decision.

l). d). The Club Executive may require any member of the Club to attend before it to answer any questions relevant to the conduct of the Club's business and to produce any letters, papers, books, cheques or any other documents relating to such matters which the Club Executive may require.

m). If within half an hour of the time appointed for a General Committee meeting a quorum is not present, the meeting shall be dissolved.

n) The General Committee may elect or appoint any sub-committee and to define such sub-committee's powers and responsibilities. The General Committee may invite or direct any person to advise it or to give any information on any matter connected with the welfare and the good name of the club and its members.

o). Wherever possible the venue for all meetings shall be the Clubhouse of the Gynea Junior Rugby League Football Club Incorporated. at Corea Street, Miranda NSW.

7. THE CLUB EXECUTIVE

a) The Club Executive shall consist of: The President, Senior Vice President, two Junior Vice Presidents, Honorary Secretary, Honorary Assistant Secretary and the Honorary Treasurer. All meetings of the Club Executive are to be minuted. The recording of Minutes of all Club Executive meetings shall be the responsibility of the Assistant Secretary.

b) The Club Executive is empowered by the General Committee to manage the affairs of the club in any circumstance where it is considered impractical to call a full meeting of the General Committee.

c) The Club Executive shall be empowered at any time to call any member, registered player or parent of any registered player of the club to appear before it for any misdemeanours or any alleged misdemeanours, or any action which might be detrimental to the name or the smooth running of the club. The Club Executive shall not conduct enquiries into any of the above mentioned alleged actions in the absence of the member, registered player or parent concerned. If the member, registered player or parent fails to appear before the Club Executive (after being given due written notice) without just cause, he/she shall be suspended until such time as he/she does appear. The Secretary must write to the member, registered player or parent of any registered player giving him/her seven (7) days clear notice of the obligation to appear before the Club Executive. The Club Executive may, by a majority vote, suspend or disqualify from membership or playing rights the member, registered player or parent of a registered player.

for any period that it thinks fit. The member, registered player or parent of a registered player retains the right to appeal any decision of the Club Executive by issuing an appeal in writing to the Secretary within fourteen (14) days of written notification of the Club Executives decision.

d). The Club Executive may require any member of the Club to attend before it to answer any questions relevant to the conduct of the Club's business and to produce any letters, papers, books, cheques or any other documents relating to such matters which the Club Executive may require.

e) The Club Executive will report back to the General Committee on all decisions taken at any Club Executive meeting as soon as practicable or at the next General Committee meeting following the Club Executive meeting. The Club Executive may at its discretion withhold details divulged at a Club

Executive meeting considered of a private or personal nature or not considered relevant to the final deliberation.

f) If any financial member of the General Committee considers that the Club Executive has erred or exceeded their authority in making any decision in regard to any member, registered player or parent of any registered player then they have the option to, at the next General Committee meeting submit a motion calling for the Club Executive to reconsider its decision. Alternatively, they may submit a motion calling for a Special General Meeting. Such a motion must be seconded by a financial member and carried by a simple show of hands. Any Special General Meeting must be held within twenty one (21) days of the passing of said motion. The quorum for a Special General Meeting shall be one fifth of all members eligible to vote, present in person. If within half an hour of the published starting time for the Special General Meeting, the Quorum is not present, the meeting is to be dissolved. At the Special General Meeting, the Minutes of the relevant Club Executive meeting are to be read in full. Financial members are then invited to vote on a Special Resolution motion put by the Secretary and seconded by one other member of the Club Executive to overturn the Club Executive's decision. There must be a four fifths majority of those present and eligible to vote to overturn the Club Executive's decision. In the event that a Club Executive's decision is overturned it should be considered a vote of no confidence in the Club Executive, who shall then immediately submit their resignations from their position. A further Special General Meeting will then be called within twenty one (21) days of the Club Executive's resignation, at which point nominations for a new Club Executive will be taken and voted for.

8. COACHES

To be read in conjunction with the Gynea Junior Rugby League Football Club Incorporated Grading and Coaching Policy - September 2007

- a) The Honorary Secretary shall call for written applications for coaches and managers prior to the commencement of the competition each year.
- b) Following the closure of nominations, the Club Executive will review all applications and select which of the applicants shall be appointed to each team.
- c) In the event of a vacancy occurring during the season, the Club Executive shall appoint a substitute.

9. CLUB COLOURS

The official colours of the club shall be Emerald Green and White.

10. ELIGIBILITY TO VOTE AND STAND FOR OFFICE

- a) At each Annual General Meeting the only persons entitled to stand for election as Office Bearers as hereinto fore described are Financial Ordinary Members, Foundation Members and Life Members.
- b) At each Annual General Meeting of the club, the only members entitled to vote are Foundation Members, Life Members and Ordinary Members who have become financial not less than twenty eight (28) days prior to the Annual General Meeting.
- c) Only Financial Ordinary Members, for the current year, Life Members and Foundation Members shall be eligible to vote at subsequent Committee Meetings during that year.

11. MEETINGS

- a) Meetings shall be:
 - i) Annual General Meeting
 - ii) Club Executive Meeting
 - iii) Special General Meetings
 - iv) Committee Meetings (of the General Committee)
 - v) Meetings of any Sub Committee (appointed as required by the Club Executive and/or General Committee)

b) The Annual General Meeting of the club shall be held each year within six (6) months from the end of the financial year of the Club.

c) A Special General Meeting of the club may be convened in the following circumstances:

i) As described in article 7(f) of this Constitution.

ii) Within thirty (30) days of the Secretary receiving a written request to do so, signed by at least five (5) percent of the eligible financial members of the club.

iii) The quorum for a Special General Meeting shall be one fifth of all members eligible to vote, present in person. If within one half hour of the appointed start time of the Special General Meeting a quorum is not present, the meeting shall be dissolved.

d) The business to be transacted at an Annual General Meeting shall be:

i) Reading and confirmation of the Minutes of the last Annual General Meeting and any Special General Meeting called since the last annual General Meeting.

ii) Receipt of the President, Secretary and Treasurer's report upon the activities of the club during the last financial year.

iii) Receipt and consideration of a statement from the General Committee which is not misleading and gives a true and fair view for the last financial year:-

- Income and Expenditure
- Assets and Liabilities
- Mortgages, charges and other securities
- Trust properties

iv) Receipt and consideration of the Auditor's Report for the last financial year

iv) Election of Office Bearer's and General Committee by secret ballot and simple majority.

v) Appointment of Auditor's for the coming year and to fix their remuneration.

vi) Appointment of a Public Officer for the club for the coming year.

vii) Appointment of Patrons for the club for the coming year.

viii) Business for which notice has been given.

ix) General Business arising.

e) The quorum for a General Meeting shall be one fifth (1/5) of members eligible to vote(excluding foundation members) present in person. . If within half an hour of the published starting time for the Special General Meeting, the Quorum is not present, the meeting is to be dissolved.

f) Decisions at General Meetings shall be by a show of hands unless a secret ballot is demanded. Decisions shall be made by a simple majority vote except for those matters which must be decided by Special Resolution where three quarters (3/4) majority is required, or at a Special General Meeting where four fifths (4/5) majority is required.

g) In the case of equality of votes, the Chairperson shall have a second or casting vote.

h) All votes shall be given personally - there shall be no voting by proxy.

i) Nomination of candidates for election as Office Bearers or other committee members may be made at the Annual General Meeting or in such other ways as may be determined by the club at a general meeting.

j) Written notice of all meetings shall be given to members, either personally or by post, or email.

k) Meetings of the Club Executive can be called at any time by one or more members of the Executive as issues or circumstances dictate.

l) At least fourteen (14) days notice of all General Committee meetings shall be given to members. In the case of General Committee meetings where a special resolution is to be proposed, notice of the resolution shall be given to all members at least twenty one (21) days before the meeting.

m) If a meeting of the Club Executive or General Committee determines that there is a need for a Sub Committee to be appointed to manage a particular issue or circumstance they may do so. Each Sub Committee is to comprise at least one member of the Club Executive plus as many members of the club

as is deemed necessary by the General Committee. Each Sub Committee will provide progress reports at each General Committee Meeting.

12 SPECIAL RESOLUTIONS

a) A Special Resolution must be passed by a General Meeting of the club to effect the following changes:

- i) A change in the club's name
- ii) A change to the club's Constitution.
- iii) A change in the club's objects
- iv) An amalgamation with another incorporated club or association
- v) To voluntarily wind up the club and distribute its property. (Note: distribution of surplus property shall be in accordance with Section 53 of the Association Incorporation Act)
- vi) To apply for registration as a Company or a Co-operative.
- vii) To overturn a ruling made by the Club Executive

b) A Special Resolution shall be passed in the following manner:

- i) A notice must be sent to all eligible members (including Financial Ordinary Members, Foundation Members and Life Members) advising that a General Meeting is to be held to consider a Special Resolution.
- ii) The notice must give full details of the proposed Special Resolution and give at least twenty one (21) days notice of the meeting.
- iii) A quorum must be present at the meeting
- iv) At least four fifths (4/5) of those eligible members present must vote in favour of the resolution.
- v) In situations where it is not possible or practicable for a Special Resolution to be passed as described above, a request may be made to the Office of Fair Trading for permission to pass the Special Resolution in some other way.

13. CONTROL OF ASSETS AND FUNDS

a) The General Committee shall have sole control over the assets of the club and no expenditure exceeding \$500.00 other than ruling District League obligations shall be met on behalf of the club unless it is sanctioned by a duly constituted meeting of the General Committee and is certified by the Chairman of the meeting.

b) The funds of the club are to be placed in a bank or Registered Society under the name: Gynea Junior Rugby League Football Club Incorporated. This account shall be operated by the President, Secretary and Treasurer, any two of whom collectively are empowered to operate the accounts.

c) Details of the current accounts and statements (bank or Registered Society) are to be tabled at a General Committee meeting at least monthly

d) The sum of \$500.00 may be kept by the Secretary for the purpose of defraying petty expenses incurred by the club.

e) An official numbered receipt is to be issued for every amount received and a tax invoice for all amounts paid out.

f) The accounts of the club are to be audited each year by a qualified Registered Accountant who shall be appointed at the Annual General Meeting.

g) For accounting purposes the Club financial year shall commence on the first day of October.

14. PUBLIC OFFICER.

a) The General Committee shall ensure that a person is appointed as Public Officer

b) The General Committee may at any time remove the Public Officer and appoint a new Public Officer providing that:

- i) The person is eighteen (18) years of age or older and is a resident of New South Wales

ii) The appointment is ratified by a meeting of the General Committee as soon as practicable following the appointment.

c) The Public Officer shall be deemed to have vacated their position in the following circumstances

- i) Death
- ii) Resignation
- iii) Removal by the General Committee or at a General Meeting.
- iv) Bankruptcy or financial insolvency
- v) Mental Illness
- vi) Residency outside of New South Wales

d) When a vacancy occurs in the position of a Public Officer, the Club Executive shall within fourteen (14) days notify the Office of Fair Trading by the prescribed form and appoint a new Public Officer.

e) The Public Officer is required to notify the Office of Fair Trading by the prescribed form in the following circumstances:

- i) Appointment (within fourteen (14) days)
- ii) A change in residential address (within fourteen (14) days)
- iii) A change in the club's objects or rules (within one (1) month)
- iv) A change in membership of the club's General Committee (within fourteen (14) days)
- v) Of the club's financial affairs within one (1) month after the Annual General Meeting

f) The Public Officer may be an Office Bearer, member of the General Committee or any other person regarded as suitable for the position by the Club Executive.

15. LIFE MEMBERSHIP

a) Any Member who satisfies one or more of the following criteria may be nominated for Life Membership Of Gynea Junior Rugby League Football Club Incorporated:

- i) Completion of not less than ten (10) years continuous active service to the club.
- ii) Completion of not less than fifteen (15) years total active service to the club

b) Nominations for Life membership must be in writing , addressed to the Club Secretary and be signed by at least two (2) members of the General Committee.

c) Upon receipt of any nomination a special committee shall be appointed to investigate the eligibility of the nominee/s and their report is to be tendered to the General Committee for endorsement by at least a three fifths (3/5) majority.

d) Life Members must be appointed at the first Annual General Meeting following endorsement of their candidacy by the General Committee.

e) Eligible members at the Annual General Meeting must approve the granting of Life Membership by at least a three fifths majority.

f) The privileges of Life Membership shall entitle the holder to vote at any Annual General Meeting or Special General Meeting, to stand for office and to attend General Committee meetings, but not eligible to vote at General Committee meetings unless a member of the General Committee at the time

g) For the purpose of clarifying Clause 15a)i) or ii), 'active' is defined as regularly engaged in the capacity of General Committee member, ground or club maintenance work, coach, manager or trainer.

16. CLUBHOUSE

a) The management and control of the clubhouse shall be a responsibility of the Club Executive

b) The purpose of the clubhouse shall be to promote and foster the playing of Rugby League in accordance with the code set down by the NSW Rugby Football League Inc. and as administered by the Cronulla Sutherland District Junior Rugby Football League.

- c) Clause 16b) is not intended to prevent the Club Executive from allowing other sporting or community groups or individuals from using the clubhouse whether or not a fee is charged.
- d) The clubhouse shall be self supporting
- e) True and proper accounts shall be kept of all monies received and expended together with proper records showing the reasons for such receipt and expenditure. If deemed desirable, funds of the clubhouse may be incorporated with the funds of the club.
- f) All requests for use of the clubhouse are to be directed in the first instance to the Assistant Secretary.
- g) Keys to the clubhouse, alarm system and gear locker (s) shall be issued by the Club Executive (or their nominated agent) to those persons that the Club Executive deem in need of them.
- f) A register of keys issued as above is to be kept showing to whom the keys were issued, the date of issue, the use for each key, the club position of the keyholder and the date of return. The maintenance of this Key registry is the responsibility of the Assistant Secretary.
- g) A record is to be kept both in the clubhouse and by the Assistant Secretary in which all clubhouse bookings are to be entered. Any person or association wishing to use the clubhouse must apply, in writing, to the Assistant Secretary and furnish evidence to the satisfaction of the club that they hold appropriate Public Liability Insurance cover for the event.
- h) At all functions in the clubhouse, a duty officer, appointed by the Club Executive, shall be in attendance and shall be responsible for ensuring that the general behaviour of patrons of the event closing time and neighbourhood noise limits are maintained. the Duty Officer will secure the premises at the end of the function.
- i) A caretaker may be appointed by the Club Executive at a remuneration, if any, to be decided by that Club Executive. The duties of such a caretaker will be to keep the clubhouse clean and tidy at all times and to be on hand as required to take deliveries or to admit service people and tradesmen.
- j) No monies are to be left in the clubhouse overnight, but are to be taken by the Treasurer or person/s appointed by him/her and banked on the next available working day.
- k) It shall be the responsibility of all members, registered players and all persons with an active involvement with the club to ensure that the clubhouse its fittings, furnishings and equipment and the good name of the club are respected and treated in an appropriate manner at all times.
- l) Offenders should be reported to the Club Executive at once.
- n) Any person found to be in breach of Clause 15k) as outlined above or seen to be behaving in an unseemly manner may be dealt with by the Club Executive as per the club rules.

17. SPONSORSHIP

- a) The payment of a sponsorship fee to the club does not grant a sponsor any special rights other than to have their selected logo placed on a team's set of jumpers (subject to the approval of the General Committee). This right is granted subject to the particular logo being deemed suitable for its purpose and not offensive in any way to any person, group of persons, organisation or age group of players.
- b) The placing of a sponsor's name or logo onto a jumper or any number of jumpers does not give sponsors any rights of ownership to that jumper or jumpers.
- c) The placing of a sponsor's name or logo does not give a sponsor or sponsors any rights to the Gymea jumper, colours, logos or trademarks. Ownership of these items/symbols remain vested in the Gymea Junior Rugby Football League Incorporated

18. RULES AND BY-LAWS

a) The Club Executive shall have power at any time to make/amend rules and by-laws not inconsistent with these rules for the purpose of carrying out the objectives of the club. In particular and without in any way limiting this power, the Club Executive shall have the power to make rules and/or by-laws with respect to:

- i) The admission of new members to the club
- ii) The creation and operation of sub committees
- iii) Players uniforms/apparel
- iv) Clubhouse rules
- v) Registration and qualification of players
- vi) The relationship between players and their club
- vii) Standing orders

b) Any change to the rules and/or by-laws of the club introduced by the Club Executive will be presented to the General Committee at the next available General Committee meeting for ratification.

19. MISCELLANEOUS

a) The club shall effect and maintain all insurances as is required under the Associations Incorporation Act together with any other insurance which may be required by law or deemed necessary by the club.

b) The funds from the club shall be derived from the fees of members, donations, grants, sponsorship and such other sources approved by the club.

c) The Common Seal of the club shall be kept in the custody of the Secretary and shall only be affixed to a document with the approval of the Club Executive. The stamping of the Common Seal shall be witnessed by the signatures of the two members of the Club Executive.

d) Service of documents on the club is effected by serving them on the Public Officer or by serving the personally on two members of the Club Executive.

e) Notices sent by post shall be deemed to have been received two days after the date of posting.

f) The income and property of the club shall be used only for the promotion of the objects of the club and shall not be paid or transferred to members by way of divided bonus or profit.

20. STANDING ORDERS

The following shall be the Standing Orders of the Gynea Junior Rugby League Football Club Incorporated.

a) In the event of a Quorum (12) not being present within half an hour after the time set down for a General Committee meeting to commence, the meeting shall lapse.

b) The Chair shall be taken by the President, in his/her absence the Senior Vice President then either of the two Junior Vice Presidents in that order. In the absence of the President and all Vice Presidents, the General Committee shall elect a Chairperson.

c) The order of business shall be:

- i) The reading and confirmation of the minutes of the previous meeting
- ii) Business arising out of the minutes as read above
- iii) Correspondence and actions arising from same
- iv) Passing of accounts for payment
- v) Secretary's Report
- vi) Treasurer's Report
- vii) Reports of delegates and/or sub committees
- viii) Reception of 'Notices of Motion' if any
- ix) Consideration of any motions of which due notice has been given.
- x) General Business

d) The Chairperson may, with the consent of the meeting, alter the order in which the business of such meeting is taken.

e) No resolution shall be altered or rescinded unless seven (7) days notice shall have been given by the member proposing such alteration or rescission. Such notices must be in writing, giving the names of proposer and seconder and must be carried by four fifths majority.

f) The voting at all meetings, except for the election of officers, shall be by a show of hands, which shall show a simple majority and have been conclusive in the declaration of the result by the Chairperson unless a secret ballot be immediately demanded.

g) In the case of equality of votes, the Chairperson shall have a second or casting vote.

h) Any decision or ruling of the Chairperson may be dissented from. Upon a General Committee Member dissenting, the Chairperson shall vacate the Chair and it shall be occupied by the most senior member of the Club Executive. The dissenter shall state his/her reasons for dissent and the Chairperson shall have the right of reply. No other person may speak on the question. The proxy Chairperson shall then put the question to the General Committee for its decision. The decision of the General Committee will stand and the Chairperson may then again take the Chair.

i) All books and papers in connection with the club shall be kept by the recognised officers of the club in a proper manner and be available at all meetings.

j) The proceedings of any Sub Committee appointed shall be guided by these Standing Orders in so far as they are applicable.

k) Delegates to the controlling Junior League Body shall be elected at General Committee Meetings.

l) The Club Executive will report back to the General Committee on all decisions taken at any Club Executive meeting as soon as practicable or at the next General Committee meeting following the Club Executive meeting. The Club Executive may at its discretion withhold details divulged at a Club Executive meeting considered of a private or personal nature or not considered relevant to the final deliberation

m) The member, registered player or parent of a registered player retains the right to appeal any decision of the Club Executive by issuing an appeal in writing to the Secretary within fourteen (14) days of written notification of the Club Executives decision.

n) No application for removal of any period of disqualification or suspension passed on a member, registered player or parent of a registered player by the Club Executive shall be acted upon unless a minimum of fourteen (14) days notice is given to the Club Executive of such an application. This application period shall be used by the Club Executive to advise the General Committee of the likelihood of such an application being received.