

# Constitution of the Maryborough Amateur Basketball Association Incorporated

2004

# RULES

#### MARYBOROUGH AMATEUR BASKETBALL ASSOCIATION INCORPORATED

#### SECTION 1 - NAME

The name of the incorporated association shall be MARYBOROUGH AMATEUR BASKETBALL ASSOCIATION INCORPORATED (hereinafter referred to as `the Association').

#### SECTION 2 - OBJECTS

The objects for which the Association is established are -

- 1. To control, promote and undertake management of amateur basketball in Maryborough and district.
- 2. To promote the formation and active functioning of other bodies as provided in the rules to assist in control and promotion of amateur basketball in Maryborough and District.
- 3. To co-operate with other bodies as provided in the rules to achieve the most effective administration of the Association.
- 4. To encourage by any lawful means members of the public who are eligible to participate in amateur basketball and/or its administration,

SECTION 3 - POWERS

The powers of the Association are -

- 1. To take over the funds and other assets and liabilities of the present unincorporated association known as the Maryborough Amateur Basketball Association.
- 2. To subscribe to, become a member of and co-operate with any other association, club or organisation, whether incorporated or not, whose objects are altogether or in part similar to those of the Association, provided that the Association shall not subscribe to or support with its funds, any Club, association or organisation which does not prohibit the distribution of its income and property among its members to an extent at least as great as that imposed on the Association under or by virtue of Section 15 Clause 9.
- 3. In furtherance of the objects of the Association to buy, sell and deal in all kinds of articles, commodities and provisions, both liquid and solid, for the members of the Association or persons frequenting the Association's premises.

- 4. To purchase, take on lease or in exchange, hire and otherwise acquire any lands, buildings, easements or property, real and personal, and any rights or privileges which may be requisite for the purposes of, or capable of being conveniently used in connection with, any of the objects of the Association, provided that in case the Association shall take or hold any property which may be subject to any trusts, the Association shall only deal with the same in such manner as is allowed by law having regard to such trusts.
- 5. To enter into any arrangements with any Government or Authority that are incidental or conducive to the attainment of the objects and the exercise of the powers of the Association; to obtain from any such Government or Authority any rights, privileges and concessions which the Association may think it desirable to obtain; and to carry out, exercise and comply with any such arrangements, rights, privileges and concessions.
- 6. To appoint, employ, remove or suspend such managers, clerks, secretaries, servants, workmen and other persons as may be necessary or convenient for the purposes of the Association.
- 7. To remunerate any person or body corporate for services rendered, or to be rendered, and whether by way of brokerage or otherwise in placing or assisting to place or guaranteeing the placing of any unsecured notes, debentures or other securities of the association, or in or about the association or promotion of the association or in the furtherance of its objects.
- 8. To construct, improve, maintain, develop, work, manage, carry out, alter or control any houses, buildings, grounds, works or conveniences which may seem calculated directly or indirectly to advance the association's interests, and to contribute to, subsidise or otherwise assist and take part in the construction, improvement, maintenance, development, working, management, carrying out, alteration or control thereof.
- 9. To invest and deal with the money of the Association not immediately required in such manner as may from time to time be thought fit.
- 10. To take, or otherwise acquire, and hold shares, debentures or other securities of any company or body corporate.
- 11. In furtherance of the objects of the Association to lend and advance money or give credit to any person or body corporate, to guarantee and give guarantees or indemnities for the payment of money or the performance of contracts or obligations by any person or body corporate, and otherwise to assist any person or body corporate.
- 12. To borrow or raise money either alone or jointly with any other person or legal entity in such manner as may be thought proper and whether upon fluctuating advance account or overdraft or otherwise, to represent or secure any moneys and further advances borrowed or to be borrowed alone or with others as aforesaid by notes secured or unsecured, debentures or debenture stock perpetual or otherwise, or by mortgage,

charge, lien or other security upon the whole or any part of the association's property or assets, present or future, and to purchase, redeem or pay off any such securities.

- 13. To draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange, bills of lading and other negotiable or transferable instruments.
- 14. In furtherance of the objects of the association to sell, improve, manage, develop, exchange, lease, dispose of, turn to account or otherwise deal with all or any part of the property and rights of the Association.
- 15. To take or hold mortgages, liens or charges, to secure payment of the purchase price, of any part of the association's property of whatsoever kind sold by the association, or any money due to the association from purchasers and others.
- 16. To take any gift of property whether subject to any special trust or not, for any one or more of the objects of the association but subject always to the proviso in Clause 4 of this Section.
- 17. To take such steps by personal or written appeals, public meetings or otherwise, as may from time to time be deemed expedient, for the purpose of procuring contributions to the funds of the association in the shape of donations, annual subscriptions or otherwise.
- 18. To print and publish any newspaper, periodicals, books or leaflets that the association may think desirable for the promotion of its objects.
- 19. In furtherance of the objects of the association, to amalgamate with any one or more incorporated associations having objects altogether or in part similar to those of the association and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as that imposed upon the association under or by virtue of Section 15 Clause 9.
- 20. In furtherance of the objects of the association, to purchase or otherwise acquire and undertake all or any part of the property, assets, liabilities and engagements of any one or more of the incorporated associations with which the association is authorised to amalgamate.
- 21. In furtherance of the objects of the association, to transfer all or any part of the property, assets, liabilities and engagements of the association to any one or more of the incorporated associations with which the association is authorised to amalgamate.
- 22. To make donations for patriotic, charitable or community purposes.
- 23. To transact any lawful business in aid of the Commonwealth of Australia in the prosecution of any war in which the Commonwealth of Australia is engaged.
- 24. To do all such other things as are incidental or conducive to the attainment of the objects and the exercise of the powers of the association.

#### SECTION 4 - MEMBERSHIP

- 1. The membership of the association shall consist of
  - a. Ordinary members
  - b. Honorary Life Members
  - c. Stadium members
  - d. Junior members
  - e. Referee members
- 2. Ordinary members of the association shall be unlimited in number and shall be those members who are registered direct with the association or through a registered club on payment of a registration fee to be determined by the management committee from time to time. Registration as ordinary members is compulsory for all basketball players who participate in any senior competition promoted or controlled by the association except for junior members. Persons who are neither players nor referees may become ordinary members on payment of a special registration fee to be determined by the management committee from time.
- 3. Registration as an ordinary member may be rejected by the management committee if that membership is considered to be injurious or prejudicial to the character or interests of the association. The secretary shall advise the person of the rejection in writing.
- 4. Honorary Life Membership may be granted to any person without the payment of any fees provided that, in the opinion of the management committee, that person has rendered outstanding service in furthering the objects of the association or objects of a similar nature. Nominations for Honorary Life Membership shall be submitted to the management committee who must approve the nomination before it may be submitted to an Annual General Meeting. The association may at its Annual General Meeting in any one year create one Honorary Life Member who shall then be deemed an active member entitled to exercise all of the privileged of membership including the right to vote, but may not appoint a proxy.
- 5. Stadium members shall be unlimited in number and shall be those members upon whom the management committee has conferred membership without the payment of fees due to services rendered in furthering the objects of the association or objects of a similar nature. Such membership shall remain in force until revoked by the management committee.
- 6. Junior members shall be unlimited in number and shall be those members who are registered with the association through the junior committee on payment of registration fee to be determined by the junior committee from time to time. Registration as junior

members is compulsory for all basketball players who participate in any junior competition promoted or controlled by the junior committee.

- 7. Registration as a junior member may be rejected by the junior committee if that membership is considered to be injurious or prejudicial to the character or interests of the association. The secretary of the junior committee shall advise the person of the rejection in writing.
- 8. Referee members shall be unlimited in number and shall be those members who are registered with the association through the referees committee on payment of a registration fee to be determined by the referees committee from time to time.
- 9. Registration as a referee member may be rejected by the referees committee if that membership is considered to be injurious or prejudicial to the character or interests of the association. The secretary of the referees committee shall advise the person of the rejection in writing.
- 10. Every member of the unincorporated association at the date of incorporation shall be admitted to the same class of membership of the Association as that member held in the unincorporated association and shall not be liable to pay any further registration fee prior to 1 July, 1988.
- 11. All members may, with the consent of the president/chairman, attend management committee meetings but shall not be entitled to vote unless they are members of the management committee.

#### SECTION 5 - TERMINATION OF MEMBERSHIP

- 1. A member may resign from the Association at any time by giving notice in writing to the secretary. Such resignation shall take effect at the time such notice is received by the secretary unless a later date is specified in the notice when it shall take effect on that later date.
- 2. The management committee shall consider termination of ordinary, honorary life or stadium membership, the junior committee shall consider termination of junior membership, and the referees committee shall consider termination of referee membership, if the member
  - a. fails to pay any fees
  - b. Fails to comply with any of the provision fo the rules and by-laws, or
  - c. Conducts himself in a manner considered to be injurious or prejudicial to the character or interests of the association.
- 3. The member concerned in Clause 2 of this section shall be given a full and fair opportunity of presenting his case before the management committee, junior committee or referees committee whichever is considering the termination. Any such resolution for

termination of membership shall require the support of at least two-thirds of those present and entitled to vote. The secretary shall advise the member of the termination in writing.

# SECTION 6 - APPEAL AGAINST REJECTION OR REGISTRATION OR TERMINATION OF MEMBERSHIP

1. Any person whose registration has been rejected or whose membership has been terminated shall have the right of appeal.

#### SECTION 7 - REGISTERS OF MEMBERS

- 1. The treasurers shall keep registers of members.
- 2. The registers shall contain names and addresses of all members, details of receipt of registration fees and any other details as the management committee may direct.
- 3. The registers shall be open for inspection by any members at any reasonable time.

#### SECTION 8 - MANAGEMENT COMMITTEE MEMBERSHIP

- 1. The government of the Association shall be vested in a management committee consisting of
  - a. Executive Committee as defined in Section 10A
  - b. Draw Director who shall be elected at the Annual General Meeting.
  - c. One players representative from the members registered with the Association who shall be elected at the Annual General Meeting..
- 2. The executive committee shall be members of the management committee from their election until the next annual general meeting or their office is vacated as per Clause 3 of this section.
- 3 The office of a member of the management committee shall be vacated
  - a. If a sequestration order is made against him or if he makes any arrangement or composition with his creditors;
  - b. If he is found lunatic or become of unsound mind;
  - c. If he shall be found guilty of a criminal offence and be convicted of same

d. If by notice in writing to the secretary he resigns his office.

There shall be no right of appeal.

4. Any casual vacancy in the positions of any Executive Committee member shall be filled by the management committee at their next or any subsequent meeting.

#### SECTION 9A - MANAGEMENT COMMITTEE FUNCTIONS

- 1. Except as otherwise provided by these Rules and subject to resolutions of the members of the Association carried at any general meeting the Management Committee
  - a. shall have the general control and management of the administration of the affairs, property and funds of the Association, and
  - b. shall have authority to interpret the meaning of these Rules and any matter relating to the Association on which these Rules are silent.
- 2. The Management Committee may exercise all the powers of the Association
  - a. To borrow or raise or secure the payment of money in such manner as the members of the Association may think fit and secure the same or the payment or performance of any debt, liability, contract, guarantee or other engagement incurred or to be entered into by the Association in any way and in particular by the issue of debentures, perpetual or otherwise, charged upon all or any of the Association's property, both present and future, and to purchase, redeem or pay off any such securities;
  - b. To borrow money from members at a rate of interest not exceeding interest at the rate for the time being charged by bankers in Brisbane for overdrawn accounts on money lent, whether the term of the loan be short or long, and to mortgage or charge its property or any part thereof and to issue debentures and other securities, whether outright or as security for any debt, liability or obligation of the Association, and to provide and pay off any such securities; and
  - c. To invest in such manner as the members of the Association may from time to time determine.

#### SECTION 9B - MANAGEMENT COMMITTEE MEETINGS

1. The Management Committee shall meet at least once every two calendar months.

- 2. A special meeting of the management committee shall be convened by the secretary on the requisition in writing signed by not less than one-third of the members of the management committee, which requisition shall clearly state the reasons why such special meeting is being convened and the nature of the business to be transacted thereat.
- 3. The quorum at a meeting of the management committee shall consist of four members of the management committee.
- 4. Subject as previously provided in this rule, the Management Committee may meet together and regulate its proceedings as it thinks fit; provided that questions arising at any meeting of the management committee shall be decided by a majority of votes and, in the case of equality of votes, the Chairman shall have a second or casting vote.
- 5. A member of the management committee shall not vote in respect of any contract or proposed contract with the Association in which he is interested, or any matter arising thereout, and if he does so vote, his vote shall not be counted.
- 6. Not less than three days notice shall be given by the secretary to members of the management committee of any special meeting of the management committee. Such notice shall clearly state the nature of the business to be discussed thereat.
- 7. At all meetings of the management committee, the president, or in his absence, one of the vice-presidents, shall preside. If the president and the vice-presidents are absent from any meeting, members present shall elect one of their number to be Chairman at that meeting and all business transacted at that meeting shall be as good and as valid as if the president or a vice-president had been present.
- 8. No business shall be transacted at any meeting of the management committee unless a quorum is present when the meeting proceeds to business and if, within one hour from the time appointed for the holding of any meeting of the management committee, a quorum is not present the meeting shall stand adjourned to such other time and place as the Chairman shall appoint, and, if at such adjourned meeting a quorum is not present within one hour from the time appointed for holding the meeting the members then present shall be deemed to be a quorum and all business transacted at that meeting shall be as good and valid as if a quorum has been present.
- 9. The procedure adopted at any meeting of the management committee shall be that laid down from time to time in the Standing Orders if the Association except where such Standing Orders conflict with any specific provisions of these Rules.
- 10. The management committee may delegate any of its powers to a sub-committee consisting of such members of the Association as the management committee thinks fit. Any sub-committee so formed shall, in the exercise of the powers so delegated, conform to any regulations that may be imposed on it by the management committee.

A sub-committee may elect a Chairman of its meetings. If no such chairman is elected, or if at any meeting the chairman is not present, the members present may choose one of their number to be chairman of the meeting.

A sub-committee may meet and adjourn as it thinks proper. Questions arising at any meeting shall be determined by a majority of votes of the members present and, in the case of an equality of votes, the question shall be deemed to be decided in the negative.

- 11. All acts done by any meeting of the management committee or of a sub-committee or by any person acting as a member of the management committee shall, notwithstanding that it is afterwards discovered that there was some defect in the appointment of any such member of the management committee or person acting as aforesaid, or that the members of the management committee or any of them were disqualified, be as valid as if every such person had been duly appointed and was qualified to be a member of the management committee.
- 12. A resolution in writing signed by all the members of the management committee for the time being entitled to receive notice of a meeting of the management committee shall be as if it had been passed at a meeting of the management committee duly convened and held. Any such resolution may consist of several documents in like form, each signed by one or more members of the management committee.
- 13. The secretary shall cause full and accurate minutes of all questions, matters, resolutions and other proceedings of every management committee meeting and general meeting to be entered into a book to be open for inspection at all reasonable times by any financial member who previously applied to the secretary for that inspection. For the purposes of ensuring the accuracy of the recording of such minutes, the minutes of every management committee meeting shall be signed by the chairman of that meeting or the chairman of the next succeeding management committee meeting shall be signed by the signed by the chairman of that meeting or the chairman of that meeting or the chairman of the next succeeding general meeting shall be signed by the chairman of that meeting or the chairman of the next succeeding general meeting, provided that the minutes of any annual general meeting shall be signed by the chairman of that meeting or the chairman of the next succeeding general meeting or annual general meeting.
- 14. Any matter which requires to be placed on notice for a meeting of the management committee shall be submitted in writing to the secretary at least fourteen clear days prior to the holding of such meeting.

#### SECTION 10A - EXECUTIVE COMMITTEE

- 1. The Executive Committee shall consist of the following officers who shall be elected at the Annual General Meeting:
  - a. President

- b. Vice-President Two
- c. Secretary
- d. Treasurer
- 2. Subject to any restrictions or conditions imposed from time to time by the management committee or unless specifically restricted by these Rules, all the powers and duties of the management committee in relation to the management of the affairs of the association may be exercised and performed by the executive committee.
- 3. The executive committee shall meet as often as deemed necessary.
- 4. A quorum at a meeting of the executive committee shall be three. The chairman shall have a deliberate vote as well as a casting vote in the event of equality of votes.
- 5. Members of the executive committee officially representing the Association at Conferences, Championships, or at other gatherings it is deemed expedient to be represented shall be entitled to claim expenses to be approved by the management committee from time to time.
- 6. The secretary shall cause minutes of every executive meeting to be kept in accordance with Section 9B Clause 13.

# SECTION 10B - JUNIOR COMMITTEE

- 1. All affairs in relation to players eligible to participate in junior competitions shall be controlled and administered by the junior committee if such is operating, with the exception of affairs in relation to those eligible players' participation in senior fixtures.
- 2. The junior committee shall consist of between 8 and 12 persons who are members of the Association and shall be nominated in writing and elected at the annual general meeting of the Association.
- 3. Subsequent additions to or filling of casual vacancies in the junior committee may be made at junior committee meetings but written notification of such must be given to the association secretary within 14 days of such appointment.
- 4. Members elected as per Clause 2 or appointed as per Clause 3 of this section shall be members of the junior committee until the next annual general meeting of the Association or their office is vacated
  - a. If a sequestration order is made against him or he makes any arrangement or composition with his creditors,
  - b. If he is found lunatic or becomes of unsound mind,
  - c. If he is found guilty of a criminal offence and is convicted of same,
  - d. If, by notice in writing to the secretary, he resigned his office.

There shall be no right to appeal.

- 5. The junior committee shall
  - a. Keep a register of junior members in accordance with Section 7
  - b. Meet monthly or as otherwise directed by its executive, a quorum at such meetings shall be six members, procedure adopted at such meetings and minutes thereof shall be in accordance with Section 9B as for the management committee
  - c. Have control of its funds and comply with all provisions of Section 15 in relation to these funds and records thereof except for the separate provisions in Clause 6 of this Section
  - d. Elect its own executive consisting of chairman, secretary and treasurer, and two representative on the management committee from committee members at a junior committee meeting to be held after but within 14 days of the association annual general meeting, to hold office until the junior committee meeting following the next association annual general meeting or their membership is vacated as per Clause 4 of this Section. Written notification of the elections is to be given to the association secretary within 7 days of the election. Any casual vacancy shall be filled by the junior committee at their next or any subsequent meeting.
- 6. As soon as practicable after the end of each financial year, the books and records shall be presented to the association treasurer in due time for the compilation of financial statement and audit as per Section 15 Clause 8.
- 7. All members of the junior committee shall conform with and be governed by all these Rules.

# SECTION 10C - REFEREES' COMMITTEE

- 1. All affairs in relation to referees may be controlled and administered by the referees committee if such is operating with the exception of affairs in relation to those referees' participation in activities as players.
- 2. The referees committee shall consist of all referee members as from the date of their admission as referee members as per Section 4 Clauses 8 and 9.
- 3. Members admitted to the referees committee shall be members of the referees committee until a new registration fee is levied by the referees committee or their membership is terminated -

- a. If a sequestration order is made against him or he makes any arrangement or composition with his creditors,
- b. If he is found lunatic or becomes of unsound mind,
- c. If he is found guilty of a criminal offence and is convicted of same,
- d. If, by notice in writing to the secretary, he resigns.

There shall be no right to appeal.

- 4. The referees committee shall
  - a. Keep a register of referee members in accordance with Section 7.
  - b. Meet as directed by its executive, a quorum at such meetings shall be six members, procedure at such meetings and minutes thereof shall be in accordance with Section 9B as for the management committee.
  - c. Have control of its funds and comply with all provisions of Section 15 in relation to these funds and records thereof except for the separate provisions in Clause 6 of this Section.
  - d. Elect its own executive consisting of chairman, secretary and treasurer, and representative on the management committee from committee members at a referees committee meeting to be held after but within 14 days of the association annual general meeting, to hold office until the next referees committee meeting following the next association annual general meeting or their membership is terminated as per Clause 3 of this Section. Written notification of the elections is to be given to the association secretary within 7 days of the election. Any casual vacancy shall be filled by the referees committee at their next or any subsequent meeting.
- 5. As soon as practicable after the end of each financial year the books and records shall be presented to the association treasurer in due time for the compilation of financial statements and audit as per Section 15 Clause 8.
- 6. All members of the referees' committee shall conform with and be governed by all these Rules.

#### SECTION 10D - GRADING COMMITTEE

- 1. A grading committee shall be appointed by the management committee and shall consist of one representative from each registered club plus a chairman who shall be one of the Vice-Presidents.
- 2. The duty of the grading committee shall be to meet as required to grade all teams and players. A quorum shall be three but the Chairman shall not be counted in the number

making up the quorum. If the appointed chairman is absent the meeting may elect a substitute chairman from those present. Such chairman shall have a deliberate vote only.

- 3. The grading committee shall appoint one of their number to take minutes of meetings. All correspondence to be issued must be signed by the chairman of the meeting. A copy of the minutes of meetings of the grading committee shall be given to the management committee.
- 4. Where players and/or teams have been regraded, the grading committee shall advise the player or team in writing, with copy of such advice being forward to the club secretary.
- 5. Players and/or teams shall immediately comply with the regrading decision, from date of receipt of the advice to the Club. Should a player and/or team fail to comply with a grading committee direction, and play in a grade lower than that stated in the direction, the team shall lose that game on a forfeit.
- 6. Appeals against decisions of the grading committee should be lodged in writing with the management committee within 7 days of receipt of the decision of the grading committee. The decision of the management committee shall be final. Such regraded players and/or teams shall play in the grade that they have been regraded to, pending the hearing of their appeal.
- 7. Players and/or teams shall have 7 days to comply with the management committee direction and failure to do so may cause disqualification.
- 8. The chairman of the grading committee shall not be entitled to a deliberate vote, but shall be entitled to a casting vote when necessary, subject to the restriction in Clause 2.
- 9. In special circumstances a player may be regraded to a lower grade, upon a written request to the association secretary from a player's Club, or at the discretion of the grading committee. This shall be done prior to the commencement of the last round of the grade to which they are to be regraded.

# SECTION 11 - GENERAL OR ANNUAL GENERAL MEETINGS

- 1. The first general meeting shall be held at such time, not being less than one month nor more than three months after the incorporation of the Association, and at such place as the management committee may determine.
- 2. The annual general meeting of the association shall be held within three months of the close of the financial year.
- 3. Notice of the annual general meeting shall be given by advertisements appearing at least twice in a daily newspaper circulating in the district of Maryborough, the first of such to

appear not more than 7 days and not less than 3 days before the date appointed for the meeting.

- 4. The following officers shall be elected at the annual general meeting and shall hold office until the next annual general meeting is held
  - a. Patron
  - b. Executive Committee as defined in Section 10A
  - c. Auditor
  - d. Draw Director
  - e. Judiciary Committee of at least three members
  - f. Publicity Officer if required
  - g. Players Representative

Nominations for these positions shall be in writing, by members of the management committee or clubs, and in the hands of the retiring secretary at least two days prior to the advertised time of the meeting.

Should there be no written nominations received for a position, the chairman may call for nominations from the floor of the meeting. If there is more than one nomination for any position, election shall be by secret ballot. If only one nomination for any position the chairman shall declare the nominee duly elected.

The junior committee shall also be elected at the annual general meeting as per Section 10B Clause 2.

- 5. Business to be conducted at general and annual general meetings shall be in accordance with Standing Orders of the Association.
- 6. The secretary shall convene a special general meeting
  - a. At the direction of the President, Executive or Management Committee;
  - b. On written requisition from two affiliated Clubs or twenty members.

Within 7 days of receipt of the requisition or direction, notices stating the nature of the business to be decided, shall be issued convening the special general meeting on a date within fourteen days of the receipt of the requisition. Only business stated on this notice may be conducted at such meeting.

- 7. All members shall be entitled to vote at any general meeting.
- 8. The quorum of any general meeting shall be fifteen members.
- 9. If within half an hour from the time appointed for the commencement of a general meeting a quorum is not present, the meeting, if convened upon the requisition of members of the management committee or the Association, shall lapse. In any other

case, it stall stand adjourned to the same day in the next week at the same time and place, or at such other day and at such other time and place as the management committee may determine, and if at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the members present shall be a quorum.

- 10. The chairman may, with the consent of any meeting at which a quorum is present (and shall if so directed by the meeting) adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from the adjournment took place. When a meeting is adjourned for thirty days or more, notice of the adjourned meeting shall be given as in the case of an original meeting.
- 11. The secretary shall cause minutes of every general or annual general meeting to be kept in accordance with Section 9B Clause 13.

#### SECTION 12 - COMMON SEAL

1. The Management Committee shall provide for a Common Seal and for its safe custody. The Common Seal shall only be used by the authority of the management committee and every instrument to which the seal is affixed shall be signed by a member of the management committee and shall be countersigned by the secretary or by a second member of the management committee for the purpose.

#### SECTION 13 - BY-LAWS AND STANDING ORDERS

1. The Management Committee may from time to time make, amend or repeal by-laws and standing orders not inconsistent with these Rules, for the internal management of the Association and any by-law or standing order may be set aside by a general meeting of members.

#### SECTION 14 - RULES ALTERATIONS

1. Subject to the provision of the Associations Incorporation Act 1981, these Rules may be amended, rescinded or added to from time to time by a special resolution carried at any general meeting: Provided that no such amendment, rescission or addition shall be valid unless the same shall have been previously submitted to and approved by the Under Secretary, Department of Justice, Brisbane.

SECTION 15 - FUNDS AND ACCOUNTS

- 1. The funds of the Association shall be banked in the name of the Association in such bank as the management committee may from time to time direct.
- 2. All expenses shall be paid by cheque, signed by any two of the president, secretary and treasurer, or chairman.
- 3. All payments of twenty dollars or over shall be made by cheque crossed `not negotiable' except those in payment of wages, allowances or petty cash expenses reimbursements which may be open.
- 4. Proper books and accounts shall be kept and maintained either in written or printed form in the English language showing correctly the financial affairs of the Association and the particulars usually shown in books of a like nature. The books of account, documents, instruments of title and securities such be kept at such place/s as the management committee deems fit and shall be open for inspection by management committee members at any reasonable time.
- 5. All moneys shall be banked as soon as practicable after receipt.
- 6. All expenditure shall be approved or ratified at a management committee, junior committee or referees committee meeting depending on the nature of the expense.
- 7. The Association's financial year shall end on 30 June.
- 8. As soon as practicable after the end of each financial year the treasurer shall cause to be prepared statements containing particulars of
  - a. The income and expenditure including that of Junior and Referees' Committees for the financial year just ended;
  - b. The assets, liabilities and contingencies affecting the property of the Association as at the close of that financial year.

All such statements and records shall be examined by the Auditor who shall present his report to the treasurer. These statements and the auditor's report thereon shall be presented to the annual general meeting following the close of that financial year.

9. The income and property of the association whencesoever derived shall be used and applied solely in promotion of its objects and in the exercise of its powers as set out herein and no portion thereof shall be distributed, paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to or amongst the members of the Association provided that nothing herein contained shall prevent the payment in good faith of interest to any such member in respect of moneys advanced by him to the Association or otherwise owing by the Association to him or of remuneration to any officers or servants of the Association or to any member of the Association provided

further that nothing herein contained shall be construed so as to prevent the payment or repayment to any member of out of pocket expenses, money lent, reasonable and proper charges for goods hired by the Association or reasonable and proper rent for premises demised or let to the Association.

#### SECTION 16 - CLUBS

- 1. Every team, except as specified in Clause 3 of this Section, who wishes to participate in competitive fixtures organised by the Association shall be affiliated with a registered club.
- 2. A registered club shall consist of not less than three teams who compete in organised senior fixtures and must apply to the Association to become a registered club in the manner approved by the management committee from time to time and in accordance with these Rules.
- 3. The following team may be permitted to compete in organised fixtures without being affiliated with a registered club
  - a. Where all members of the team reside in an area more than 70 kilometres distant from Maryborough Post Office.
  - b. Where all members of the team are registered junior players, playing or intending to play in junior fixtures during the current season and qualify to compete in under 18 years competition
  - c. Other teams specifically approved by the management committee
- 4. Teams affiliated with registered clubs must
  - a. Wear the approved uniform of the club except that an alternative uniform shall be worn by one team when two teams of the same club meet in competition
  - b. Use the name of the club as their team name except that a second name may be adopted where two teams of the same club compete in the same grade.
- 5. Clubs shall abide by these Rules.
- 6. The Rules of each club shall be subject to the approval of the management committee and may subsequently be amended, provided that such amendments are submitted to the secretary within twenty-one days of the meeting at which such amendments are adopted.

It shall be the duty of the management committee to approve, without delay such Rules and subsequent amendments thereto provided that the said Rules and amendments comply in every respect with the provisions of these Rules or with any rules or by-laws made under them.

Any such Rules or subsequent amendments thereto not approved shall be declared invalid and the respective club notified accordingly.

Upon receipt of such notification, the club involved shall forthwith cease to administer its affairs in accordance with the particular provisions of its Rules or amendments thereto which were declared invalid.

- 7. Any club may withdraw from the Association by giving at least three months' notice in writing to the Association and by discharging all debts and/or liabilities then due to the Association.
- 8. A club may be expelled from the Association by a resolution approved by not less than two-thirds of those present and entitled to vote at a meeting of the management committee provided that at least one calendar month's notice in writing of such proposed expulsion has been given to the secretary of the club concerned and provided also that at least fourteen days' notice to the secretary of each other club and all of the members of the management committee has been given.
- 9. No club shall accept any person as a member or as an officer unless he is an amateur in accordance with the amateur definition as defined by the Amateur Basketball Union of Australia. An ordinary member may be required to complete a form of declaration of amateurism.
- 10. Clubs shall submit copies of their annual reports and financial statements to the Association within twenty-one days of the respective annual general meeting.
- 11. A club may change its name with the consent of the Association being first obtained but such consent shall not be given to a name identical with that by which any other club is called, or so nearly resembling that name that confusion may arise.

# SECTION 17 - DISTRIBUTION OF SURPLUS ASSETS

1. If the Association shall be wound up in accordance with the provisions of the *Associations Incorporation Act 1981*, and there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Association, but shall be given or transferred to some other institution or institutions having objects similar to the objects of the Association, and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the Association under or by virtue of Section 15 Clause 9, such institution or institutions to be determined by the members of the Association.