

CONSTITUTION (Adopted 4/93)

1. NAME OF BODY

Ravensthorpe and Districts Football Association Incorporated

2. OBJECTS OF ASSOCIATION

A) The Association shall have the entire control and management of all matches under its jurisdiction and shall have power to settle all disputes which may arise in connection therewith and do all acts which it may consider conducive to the interests of the game of football.

B) The property and income of the Association shall be applied solely towards the promotion and development of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to members of the Association, except in good faith in the promotion of football.

3. POWERS OF THE ASSOCIATION

The Association may do all things necessary or convenient for carrying out its objects and purposes in accordance with section 13 of the Associations Incorporations Act.

4. QUALIFICATIONS FOR MEMBERSHIP

i) The association consists of the following clubs, LAKE KING FOOTBALL CLUB, MUNGLINUP FOOTBALL CLUB, SOUTHERNERS FOOTBALL CLUB, TIGERS FOOTBALL CLUB AND LAKES DISTRICTS FOOTBALL CLUB.

ii) Any new club wishing to gain membership must

A. Apply to the committee in writing (a) Signed by both members referred to in paragraph B.

(b) In such form that

the committee directs.

B. Be proposed by one member and seconded by another.

iii) The committee members shall consider each application made under subrule(ii) at a committee meeting and shall at that committee meeting or a subsequent committee meeting accept or reject that application.

5. REGISTER OF MEMBERS OF ASSOCIATION

The secretary shall keep and maintain a register of members of the Association in an up to date condition and be able to make available a copy for inspection by a member or members whenever needed.

6. SUBSCRIPTIONS OF MEMBERS OF ASSOCIATION

i) The members shall at the annual general meeting determine the amount of affiliation fees each members shall pay.

ii) Each member shall pay the treasurer affiliation fees due prior to start of playing season.

iii) Any member who does not pay their affiliation fees by this date will forfeit voting rights and will not be able to participate in any Association meeting until monies due to the Association for affiliation are paid fully.

7. RESIGNATION OF MEMBER OF ASSOCIATION

i) A member who delivers notice in writing of their resignation from the Association to the secretary or another committee member ceases on that delivery to be a member.

ii) A club who ceases to be a member under subrule(i) remains liable to pay to the Association the amount of any affiliation due and payable by that club to the association but unpaid at the date of cessation.

## 8. EXPULSION OF MEMBERS OF ASSOCIATION

- i) If the committee considers that a member should be expelled from membership of the Association because the members conduct is detrimental to the interests of the association, the committee shall communicate, either orally or in writing to the member (a) Notice of the proposed expulsion and of the time, date and place of the committee meeting at which the question of that expulsion will be decided; and (b) Particulars of that conduct, not less than 30 days before the date of the committee meeting referred to in paragraph (a).
- ii) At the committee meeting referred to in a notice communicated under subrule (i), the committee may, having afforded the member concerned a reasonable opportunity to be heard by, or to make representations in writing to, the committee, expel or to decline to expel that member from membership of the Association and shall, forthwith after deciding whether or not so to expel that member, communicate that decision in writing to that member.
- iii) Subject to subrule (v), a member who is expelled under subrule (ii) from membership of the association ceases to be a member 14 days after the day on which the decision so to expel the member is communicated to them under subrule (ii).
- iv) A member who is expelled under subrule (ii) from membership of the Association shall, if they wish to appeal against that expulsion, give notice to the secretary of their intention to do so within the period of 14 days referred to in subrule (iii).
- v) When notice is given under subrule (iv)
- (a) the association in a general meeting may, after having afforded the member who gave that notice a reasonable opportunity to be heard by, or to make representations in writing to, the association in the general meeting, confirm or set aside the decision of the committee to expel that member; and
- (b) The member who gave that notice does not cease to be a member unless and until the decision of the committee to expel them is confirmed under this subrule.

## 9. COMMITTEE OF MANAGEMENT

- i) The affairs of the association shall be managed exclusively by a committee of management consisting of:
- A). President
  - B). Senior Vice-President
  - C). Junior Vice-President
  - D). Secretary
  - E). Treasurer
  - F). Representation of each affiliated club
- ii) The president, senior vice-president, junior Vice-President, secretary, treasurer, shall be elected to the committee at the annual general meeting in November. All club delegates shall be elected by their clubs at their own annual general meetings.
- iii) At the commencement of each annual general meeting all management positions be declared vacant and office bearers be duly elected for the following positions until the next annual general meeting:
- A). President
  - B). Senior Vice - President
  - C). Junior Vice-President
  - D). Secretary
  - E). Treasurer
  - F). Auditor
  - G). Protests and disputes board (5 Members)
  - H). Selectors board (3 Members)
- iv) At the annual general meeting persons wishing to nominate to any of these positions, they shall (a) propose or second themselves for election or re-election (b) vote for themselves.



9. v) If the number of persons nominated does not exceed positions vacant; (a) the secretary shall report accordingly to chair-person  
(b) the chair-person shall declare those persons duly elected as members of the committee.

#### 10. CHAIR-PERSON

- i) The chair-person shall be the president of the association and shall preside over all general meetings and committee meetings.  
ii) In the absence of the president (a) the senior vice-president shall preside (b) if in the absence of the senior vice-president, the junior vice-president shall preside (c) if all these members are absent, then another committee member shall be elected to preside over that meeting.

#### 11. SECRETARY

- i) The secretary shall (a) co-ordinate the correspondence of the association (b) keep full and correct minutes of the proceedings of the committee and of the Association (c) comply on behalf of the association with 1) Section 27 of the act in respect of the register of members of the association  
2) Section 28 of the act in respect of the rules of the association  
3) Section 29 of the act in respect of the record of the office-holders, and any trustees of the association.  
(d) have custody of all books, documents, records and registers of the association, including those referred to in paragraph (c) other than those required by rule 13 to be kept and maintained by, or in the custody of, the treasurer.  
(e) perform such other duties as are imposed by these rules on the secretary.

#### 12. TREASURER

The treasurer shall

- i) Be responsible for the receipt of all monies paid to or received by, or by him or her on behalf of, the Association and shall issue receipts for those monies in the name of the Association  
ii) Pay all monies referred to in paragraph (i) into such account or accounts of the association as the committee may from time to time direct  
iii) Make payments from the funds of the Association with the authority of a general meeting or committee and in doing so ensure that all cheques are signed by 2 committee other than himself or herself.  
iv) Comply on behalf of the association with sections 25 and 26 of the act in respect of accounting records of the Association  
v) Whenever directed to do so by the chairperson, submit to the committee a report, balance sheet or financial statement in accordance with that direction  
vi) Have custody of all securities, books and documents of a financial nature and accounting records of the Association, including those referred to in paragraph (iv) and (v).  
vii) Perform such other duties as are imposed by these rules on the treasurer.

13. CASUAL VACANCIES IN MEMBERSHIP OF COMMITTEE

A casual vacancy occurs in the office of a committee member and that office becomes vacant if the committee member

- 1) Dies
- 2) Resigns by notice in writing delivered to the chairperson or, if the committee member is the chairperson, to the vice-chairperson.
- 3) is convicted of an offence under the act
- 4) is permanently incapacitated by mental or physical ill-health
- 5) is absent for more than (a) 3 consecutive committee meetings  
(b) 3 committee meetings in the same financial year of which he or she has received notice without tendering an apology to the person presiding at each of those committee meetings.
- 6) ceases to be a member of the Association.

14. PROCEEDINGS OF COMMITTEE

- i) The committee shall meet together for the despatch of business not less than once each calendar month and the chairperson may at any time convene a meeting of the committee.
- ii) Each committee member has a deliberate vote.
- iii) A question arising at the committee meeting shall be decided by a majority of votes, but, if there is an equality of votes, the person presiding at the committee meeting shall have a casting vote in addition to his or her deliberate vote.
- iv) At a committee meeting 5 committee members constitute a quorum providing 3 clubs are represented.
- v) The order of business to be followed at a committee meeting shall be as follows;
  - (a) reading of the minutes of the previous meeting
  - (b) confirmation and discussion of minutes
  - (c) discussion of correspondence
  - (d) financial statements and accounts
  - (f) reports of committees ect.
  - (g) reading of any results of protests and disputes board meetings
  - (h) general business and notices of motion.
- vi) A committee member having any direct or indirect pecuniary interest referred to in section 21 or 22 of the act shall comply with that section.

15. MINUTES OF MEETINGS OF ASSOCIATION

- i) The secretary shall cause proper minutes of all proceedings of all general or committee meetings to be taken and then to be entered within 30 days after holding of each general or committee meeting, as the case requires, in a minute book kept for that purpose.
- ii) The chairperson shall ensure that the minutes taken of a general or committee meeting under subrule (i) are checked at the proceeding general or committee meeting and are passed as true and correct by the members present.
- iii) Once the minutes have been passed as true and correct under this rule, they shall, until the contrary is proved, be evidence that (a) The general or committee meeting to which they relate was duly convened and held
  - (b) all proceedings recorded as having taken place at the meeting did in fact take place thereat
  - (c) all appointments or elections purporting to have been made at the meeting have been validly made.

16. VOTING RIGHTS OF MEMBERS OF ASSOCIATION

- i) A member club may appoint in writing a natural person to represent it at all committee meetings.
- ii) An appointment made under subrule (i) shall be so made by a resolution of the club (a) which resolution is authenticated under the common seal of that club  
(b) a copy of that resolution is lodged with the secretary.
- iii) A person appointed under subrule (i) to represent a member which is a club shall be deemed for all purposes be a member until that appointment is revoked by the club.

17. PROXIES OF MEMBERS OF ASSOCIATION

A member may appoint in writing another member who is a natural person to be the proxy of the appointing member and to attend, and vote on behalf of the appointing member at any committee meeting.

18. RULES OF ASSOCIATION

- i) The association may alter or recind these rules, or make rules additional to these rules, in accordance with the procedure set out in sections 17,18 and 19 of the act.
- ii) These rules bind every member and the association to the same extent as if every member and the Association had signed and sealed these rules and agreed to be bound by all their provisions.

19. COMMON SEAL OF ASSOCIATION

- i) The association shall have a common seal on which its corporate name shall appear in legible characters.
- ii) The common seal of the Association shall not be used without the express authority of the committee and every use of that common seal shall be recorded in the minute book referred to in rule 15.
- iii) The affixing of the common seal of the association shall be witnessed by any 2 of the chairperson, secretary or treasurer.
- iv) The common seal of the association shall be kept in the custody of the secretary or of such other person as the committee from time to time decides.

20. INSPECTION OF RECORDS ECT. OF ASSOCIATION

A member may at any reasonable time inspect without charge the books, documents, records and securities of the association.

21. DISTRIBUTION OF SURPLUS PROPERTY ON WINDING UP OF ASSOCIATION

If on the winding up of the Association, any property of the Association remains after satisfaction of the debts and liabilities of the Association and the costs, charges and expenses of that winding up, that property shall be distributed (a) to another incorporated association having objects similar to those of the Association.

(b) for charitable or benevolent purposes which incorporated association or purposes, as the case requires shall be determined by resolution of the members when authorizing and directing the committee under section 33 (iii) of the act to prepare a distribution plan for the distribution of the surplus property of the Association.



## LIFE MEMBERS

The committee shall have the power to elect Honorary Life Members of the Association, such membership to be awarded to those who have rendered special services to the Association or to the game.

## LAWS OF THE GAME

This Association shall adopt the "N.F.L. LAWS OF AUSTRALIAN FOOTBALL" (subject to current by-laws).

## DETERMINATION OF PREMIERSHIP

Qualifying rounds of matches shall be played, each club playing each other club as many times as the programme will permit. Four points will be awarded for a win and two for a draw. In the event of any clubs gaining the same number of points by the conclusion of the qualifying rounds, the position of such clubs shall be determined by the proportion of points kicked for and against. The Association Premiership shall be decided as follows;

Qualifying final -1 verses 2

Elimination final-Looser of 1 versus 2, plays 3.

Grand Final is between winner of Qualifying Final and Eliminating final.

The winners of the Grand Final shall be Premiers of the season. In the event of any match in the final round resulting in a draw, another match or matches shall be played until one team shall win outright.

## FIXTURES

All Association matches shall commence on the first Sunday in May or on any other day the Committee may think fit. All Association matches will be arranged by the Committee.

## STARTING TIME OF MATCHES

Starting time shall be 2.30p.m. or at any other time determined by the committee. The club not on the ground by the appointed time shall be reported to the Committee by the Field Umpire.

## PLAYERS OBLIGATIONS

When a player has his name listed on a players' list prior to a game under the control of this Association, it is legally binding on that player to accept the Constitution and by-laws of the Ravensthorpe and Districts Football Association, as the Constitution and by-laws stand at that time.

## EXPULSIONS

A club expelling a player from its ranks shall forward within one week, to the Secretary of the Association, the name of such player and particulars of the offence for which he was expelled. No club in the Association shall be permitted to play any such player while such expulsion remains in force. Any player expelled by his club, shall have the right to appeal to the Appeal Board.

## MATCHES OUTSIDE THE ASSOCIATION

No Association club will play another club outside the Ravensthorpe and Districts Football Association without the sanction of the Committee.

## PROTESTS AND DISPUTES COMMITTEE

This Committee shall consist of a President and four other persons holding no other official position in the Association or Clubs thereof. Three will form a quorum and shall exercise the following powers; (a) Hear and determine all charges and disputes against players, club officials and members, lodged by any central umpire, goal umpire, boundary umpire, Association official or club delegate in regard to any matter arising under the jurisdiction of the Association, during, before or after a match.

(b) Impose such penalties and/or disqualifications and/or inflict such fines upon players, officials or members as the Protests and Disputes Committee thinks fit in cases before it under this rule.

Except when appearing on behalf of the person charged or to give evidence in connection with such charge, and except during the time such evidence is being heard, no delegate or other club official shall be in attendance at meetings of the Protests and Disputes Committee unless requested by the Protests and Disputes Committee. A member of the Protests and Disputes Committee acting by virtue of his powers under these rules as an official of the Association, and preferring charges hereunder, shall not sit in judgement thereon. All decisions of the Protests and Disputes Committee shall be final unless an appeal is lodged in writing with the Secretary of the Association within 48 hours of the meeting at which such decision is given.

The Protests and Disputes Committee meetings shall be reported to the Association Committee at its first following meeting and shall be formally received without comment.

## LODGING OF PROTESTS

Any club or official of the Association may within 48 hours of an infringement bring before the Committee, reports, charges, protests complaints or disputes in connection with the game of football or any premiership or other match and particularly in connection with any infringement of the rules of the Association or laws of the game.

The Committee shall, if deemed necessary, forward same to the Protests and Disputes Committee to be dealt with.

A fee of five dollars shall be lodged with all charges, etc., except in the case where the complainant is an office bearer or official of the Association.

Protests over disputed goals or behinds shall not be considered unless the result affects a win or a draw.

Any principal or witness summoned to appear at a meeting of the Protests and Disputes Committee shall be dealt with as that Committee shall think fit.

## APPEAL BOARD

The Appeal Board shall be the President and club delegates and shall hear and determine any appeal from any decision of the Protests and Disputes Committee, before the next game.

This board may suspend, expel, disqualify, fine or impose such or any other penalty as it thinks fit.

APPEAL BOARD cont...

The Board's decision shall in every case be final and not subject to appeal.

The whole or any part of fees lodged with charges, protests or appeals will be forfeited if in the opinion of the committee or board, such charges, appeal or protest is not justified.

UMPIRE'S BOARD

The Umpires' Board shall be comprised of the Association President, Secretary and any one delegate, and shall exercise the following functions;

- (a) The appointment and discharge of all umpires.
- (b) The allocation of all umpires for all matches.