

LAVERTON CRICKET CLUB CONSTITUTION

PART 1 – NAME, AIMS & AFFILIATION

S.1 NAME

- i) The name is the Laverton Cricket Club, hereinafter referred to as "The Club".
- ii) Teams playing in Williamstown and District Cricket Association (WDCA) and/or the Victorian Turf Cricket Association (VTCA) competitions, shall be known as Laverton.
- iii) The Club colours shall be black and white.

S.2 AIMS

- i) The aims of the club shall be:
 - a) To provide for participation in cricket by people from all walks of life;
 - b) To foster an active club life by encouraging all club members to join in cricketing and social functions and in the organisation of these events;
 - c) To endeavour to maintain a high degree of sportsmanship;
 - d) To develop the sporting abilities of all members of the club;
 - e) The property and income of the Club shall be applied solely towards the promotion of the aims and objects of the Club and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to members of the Club, except in good faith in the promotion of those aims or objects.

S.3 AFFILIATION

- i) The Club shall affiliate each year with the Williamstown and District Cricket Association and/or the Victorian Turf Cricket Association (VTCA) competitions, unless otherwise voted at a suitably convened general meeting of The Club.

PART II - MEMBERSHIP AND SUBSCRIPTION

S.4 ELIGIBILITY FOR MEMBERSHIP

- i) The Club shall comprise ordinary members and Life Members, who shall (except as hereinafter expressly provided), be entitled to all the privileges of the Club.

S.5 ORDINARY MEMBERSHIP

- i) Ordinary members shall comprise all persons who have paid the subscription prescribed in S.7.

S.6 LIFE MEMBERSHIP

- i) The members of the Club may elect a Life Honorary Member of the Club, provided that such election is decided at a properly convened meeting of the Executive Committee (i.e. in accordance with S.11).
- ii) Life membership shall be awarded for special services rendered.
- iii) A Life Member shall be entitled to the same privileges as an ordinary member.

S.7 SUBSCRIPTION - ORDINARY MEMBERS

- i) The annual subscription and the ground fees shall be decided by the Executive Committee.
- ii) An ordinary member who is only able to complete one half or less of the Association Fixtures shall be levied fees at the discretion of the Executive Committee.

S.8 FINANCIAL MEMBERS

- i) An ordinary member shall be declared unfinancial if he or she fails to pay his subscription before the 30th of November.
- ii) At the discretion of the President unfinancial members may be ineligible for:
 - a) Selection;
 - b) Voting at any election or meeting of the Club.

PART III - MEETINGS

S.9 ANNUAL GENERAL MEETING

- i) The Annual General Meeting of the Club shall be held in the month of May each year.
- ii) It shall be called by the Secretary at least three weeks prior to the meeting.
- iii) At the Annual General Meeting, seven members shall form a quorum. If after thirty minutes has elapsed from the time appointed for the opening of the meeting there is not a quorum present, the meeting shall stand adjourned for one week. If at such adjourned meeting there is no quorum in attendance, those present shall be competent to discharge the business.
- iv) At the Annual General Meeting the President shall preside. In their absence the Vice-President shall preside. In the absence of both, the meeting shall elect a chairman from members present. The Chairman shall be at liberty to exercise a deliberative as well as a casting vote.
- v) The order of business at the Annual General Meeting shall be:
 - a) The President's Address;
 - b) Reading and confirmation of the minutes of the previous Annual General Meeting;
 - c) Business arising out of the Minutes;
 - d) Reading of the relevant correspondence;
 - e) Presentation of the Balance Sheet - business arising;
 - f) Secretary's Annual Report;
 - g) Election of Officer Bearers;
 - h) Motions of which notice has been given to the Secretary or President;
 - i) General Business.

S10. SPECIAL GENERAL MEETING

- i) The Secretary shall call a Special General Meeting when instructed to do so by a resolution of the Executive Committee or on receipt of a requisition signed by at least eleven ordinary members. Special General Meetings shall be called by circular, not less than seven days notice being given. The circular shall specify the business to be transacted which may include any general business as deemed necessary by the President.
- ii) The executive committee and eleven members shall form a quorum and if no quorum is present thirty minutes after the time appointed for the meeting, it shall lapse.

S11. EXECUTIVE COMMITTEE MEETING

- i) The Executive Committee shall meet at such a place and on such dates as may be determined, provided that there are at least three meetings per season.

- ii) The Secretary shall call meetings of the Executive Committee when instructed to do so by the President or any three members of the Executive Committee. Notice of Executive Committee Meetings shall not be less than three days before the date of such meetings.
- iii) In order to conduct an approved meeting there shall be present the President and/or Vice President plus at least two other members of the Executive Committee.
- iv) Ordinary members who are not Executive Committee members may attend meetings at the President's discretion.

S.12 SPECIAL PROPOSITIONS

- i) Should any member, other than an Executive Committee member wish to place a proposition before the Executive Committee personally then they should notify the President or Secretary in advance for approval.

PART IV - DUTIES OF THE EXECUTIVE COMMITTEE AND VOTING POWERS

S.13 EXECUTIVE COMMITTEE

- i) The management of the affairs of the Club shall be vested in this Committee.
- ii) The Executive Committee shall have power to frame by-laws consistent with the Club Constitution.
- iii) Such by-laws shall be binding on the members of the Club until repealed or amended by the Executive Committee or any General Meeting of members.
- iv) The executive committee shall consist of the following:
 - a) President
 - b) 2 Vice-Presidents
 - c) Secretary
 - d) Treasurer.

Other members may be invited to take up various roles and responsibilities at the discretion of the Executive Committee.

S.14 ELECTION OF OFFICERS

- i) All Office Bearers shall be elected at the Annual General meeting for a term of twelve months, and shall be eligible for re-election if they so desire.

S.15 RESIGNATION OF OFFICERS

- i) If the President resigns their post during the season, the Vice-President shall automatically take over the position until the elections the following year.
- ii) The Executive Committee shall have power to fill all other vacancies occurring during the year.

S.16 VOTING POWER

- i) The president shall be at liberty to exercise a deliberative as well as a casting vote.
- ii) Each Executive Committee member shall have one vote. If an office bearer should hold more than one position he shall only be entitled to one vote.

S.17 PROXY VOTING

- i) Any Executive Committee member may appoint a proxy who must be a financial member other than another Executive Committee member.

- ii) The President is exceptional. In his absence he shall be replaced by the Vice-President.

S.18 PRESIDENT

- i) It shall be the duty of the President:
 - a) To preside over all meetings and to ensure that meetings are conducted in accordance with Part III and that the spirit is in accord with the aims of the Club.
 - b) To act as spokesperson for the Club at all functions.
 - c) To oversee the general organisation and conduct of the Club's activities and to accept responsibility for the progress of Club activities.
 - d) To be responsible for the storage and maintenance of all Club gear during the winter recess.
 - e) To represent the club at all Delegates meetings arranged by the W.D.C.A and the VTCA, and report to the Executive Committee on matters which concern the club.
 - f) To arrange for a suitable proxy delegate if unable to attend a delegates meeting called by the W.D.C.A and the VTCA.

S.19 VICE-PRESIDENT

- i) It shall be the duty of the Vice-President to assume all the duties of the President in the case of his or her absence.

S.20 SECRETARY

- i) It shall be the duty of the Secretary:
 - a) To attend all meetings of the Club unless excused.
 - b) To keep minutes of the Annual General, Special General and Executive Committee meetings in books provided for that purpose.
 - c) To keep a roll of all members together with their addresses, telephone numbers and financial status.
 - d) To notify members of the date, venue and business of the Annual General Meetings not less than three weeks before the date of the meeting.
 - e) To notify members of the date, venue and business of all Special General Meetings not less than seven (7) days before the date of the meeting.
 - f) To notify Executive Committee members of the date, venue and business of all Executive Committee Meetings not less than three (3) days before the date of the meeting.
 - g) To conduct the general correspondence of the Club.
 - h) To present a report at the Annual General Meeting.

S21. TREASURER

- i) It shall be the duty of the Treasurer:
 - a) To attend all meetings of the Club unless otherwise excused.
 - b) To receive all monies due to the Club and maintain a proper ledger of accounts, issuing receipts where necessary.
 - c) To produce at the Annual General Meeting an account of the receipts and expenditure during the previous year.
 - d) To make readily available to the Secretary a current list of unfinancial members.
 - e) To use his or hers best endeavors to collect all monies due to the Club.
 - f) To present to each meeting of the Executive Committee and at every Special General Meeting, correct detailed statements of account showing the condition of the Club's funds.
 - g) All books and statements of account shall be open to inspection at any time by members of the Executive Committee.

S.22 COMMITTEE MEMBERS

- i) It shall be the duty of committee members:
 - a) To assist the club's office bearers as requested
 - b) To attend Executive Committee Meetings as called by the Secretary

PART V – BANKING & FINANCE

S.23 BANKING

- i) The funds of the Club shall be placed in such bank as the Executive Committee may from time to time determine, to the credit of the Club, and shall be operated on by cheque account. The President, Secretary and Treasurer shall have the power to operate this account, two signatures out of the three being necessary to sign cheques.
- ii) All accounts shall be paid by cheque.

S.24 FINANCE

- i) For the purposes of the finance of the Club, the Club's financial year shall run from the 1st of May to the 30th of April each year.

PART VI - AUDITOR

S.25 AUDITOR

- i) Each year an Auditor shall be appointed from the members of the Club, who shall audit and sign the Balance Sheet and books of the Club. Their service shall be honorary.

PART VII – CLUB COACH, CAPTAINS AND TRAINING EQUIPMENT

S.26 COACH/TRAINING SUPERVISOR

- i) A Coach/Training Supervisor may be appointed by the Executive Committee or by the Team Captains from time to time.
- ii) The Coach/Training Supervisor shall:
 - a) See that club equipment is available at the beginning of practice and it is secured at the conclusion.
 - b) Organise batting, bowling and fielding practice with the assistance of team captains.
 - c) Participate with Team Captains in team selection where necessary.
 - d) Develop the playing group in all facets of the game.
 - e) Assist in the recruitment of potential players.

S27 TEAM CAPTAINS

- i) The Executive Committee shall appoint the team captains prior to the announcement of the teams for the first game. A vice-captain and team manager for each team may be appointed.
- ii) The term of office shall extend until the selection of team captains for the following season.
- iii) The position of team captain should not inhibit his selection to another grade at any time.

- iv) It shall be the duty of the Team Captain:
 - a) To consult with selectors.
 - b) To notify the Secretary of selections and any subsequent changes.
 - c) To be responsible for all internal arrangements regarding his team and his team officials.
 - d) To ensure that adequate gear is provided for each game, with the assistance of the Executive Committee.
 - e) To be responsible for marking boundaries if required.
 - f) To ensure that all used match balls are forwarded to the training venue and handed to the member in charge of training.
 - g) To ensure that all forms are completed and forwarded to the W.D.C.A and the VTCA. as required.

S.28 VICE-CAPTAINS

- i) It shall be the duty of the Vice-Captain to assist the Captain and the Team Manager in his duties and to act in the absence of either.

S.29 CLUB EQUIPMENT

- i) Each captain shall have charge of the property used by his team and shall inform the Executive Committee of any additional requirements, allowing time for their suitable purchase. Each captain shall return equipment to the President at the end of the season.
- ii) In the case of equipment for use for Junior teams, the coach of that team shall have charge of the property used by his team and shall inform the Executive Committee of any additional requirements, allowing time for their suitable purchase. Each captain shall return equipment to the President at the end of the season.

PART VIII - DUTIES OF PLAYERS

S.30 DUTIES OF PLAYERS

- i) It shall be the duty of the players of the Club:
 - a) To attend practice and to co-operate fully with the organisers of the practice session.
 - b) To notify his captain if he is to be unavailable for the following match.
 - c) To be clothed for matches in accordance with the by-laws of the W.D.C.A and the VTCA.
 - d) To behave in a manner befitting a club member during matches and to observe the by-laws of the W.D.C.A and the VTCA.
 - e) To be a financial club member.
 - f) To be sure of the venue and correct time of matches.
 - g) To arrive at matches at least 45 minutes before the scheduled match commencement time.

PART IX - SELECTION OF TEAMS AND TRAINING

S.31 SELECTION COMMITTEE

- i) The Executive Committee will appoint a selection committee after the Annual General Meeting and prior to the commencement of each season.
- ii) The duties of the Selection Committee shall be:
 - a) To check the availability of players.

- b) To select teams for grades nominated according to the following criteria:
 - 1) Availability of players
 - 2) Ability of players
 - 3) Improvement of players and their potential
 - 4) Balance of individual team
 - 5) Past performance
 - 6) Financial status
 - 7) With a view to improving the position of the Club in the W.D.C.A and the VTCA. by winning games
 - 8) The Ordinary Members List must be exhausted before other players are considered.

S.32 PROVISION OF GEAR FOR TRAINING

- i) Gear to be provided by the Training Supervisor or nominee at such time that training may commence when members arrive at the appointed venue.

S.33 TRAINING VENUE AND TIMES

- i) Venue and times to be decided by the Executive Committee.

S.34 ORGANISATION OF TRAINING

- i) Organisation shall be according to a scheme proposed by the Executive Committee.

PART X - AWARDS

S.35 AWARDS

- i) Awards shall be awarded for the following performances for each grade:
 - a) BATTING
 - 1) Best Average
 - (1) Qualification for the batting award shall be 200 runs (150 runs in Junior grades) or more in that grade in that season.
 - (2) Performances in semi-final and grand-final matches shall be included in the determination of this award.
 - b) BOWLING
 - 1) Best Average
 - (1) Qualification for the bowling award shall be 20 wickets (15 wickets in junior grades) or more in that grade in that season.
 - (2) Performances in semi-final and grand-final matches shall be included in the determination of this award.

If games are abandoned/reduced due to inclement weather etc the qualification requirements will be adjusted on a pro rata basis by the Executive Committee.

CLUB CHAMPION

- 1. The Club Champion award shall be awarded to the player who accumulates the highest number of points in senior grades during the season.
- 2) Points shall be awarded as follows:

- (1) One point for each run scored
- (2) Five points for each catch taken –
- (3) Twenty points for each wicket taken
- (4) Finals matches shall not be included for the purpose of determining the club champion.
- (5) Points will be weighted according to the grade in which the player has participated

1 ST XI Grade	100%
2 ND XI Grade	85%
3 RD XI Grade	70%
4 TH XI Grade	60%
5 TH /6 TH XI Grade	50%

- c) SPECIAL AWARDS
 - 1) To be awarded at the discretion of the Executive Committee, for other events conducted by the Club throughout the season.
- ii) Un-financial members are ineligible for trophies.

PART XI - AMENDMENT OF RULES

S.36 AMENDMENT

- i) The foregoing rules shall not be altered, amended, added to or rescinded except at a Annual General Meeting, provided always that particulars of such alteration, annulment, amendment or addition shall have been given in writing at least fourteen days before the holding of any Annual General Meeting and that these particulars appear on the circular to members convening the meeting at which such alteration, annulment, amendment or addition is to be considered.
- ii) No alteration, annulment, amendment or addition to these Rules shall be made unless passed by a three / four majority of ordinary financial members present or their Proxy.

PART XII – INTERPRETATION AND RULES OF DEBATE

S.37 INTERPRETER

- i) As no rule can be compiled, capable of dealing with every incident that may arise, the Executive Committee’s interpretation of the Rules shall be accepted as final.

S.38 RULES OF DEBATE

- i) All questions, motions or decisions put before a General or Executive Committee Meeting shall be determined by a simple majority vote.
- ii) The President shall maintain order and all remarks must be addressed through them.
- iii) Every motion must have a seconder and will lapse if such is not the case.

- iv) To simplify meeting procedure, the President may accept "General Assent" as approval of a motion.

PART XIII - DISSOLUTION

S.39 DISSOLUTION

- ii) The Club may be dissolved or wound up by a resolution at any General or Special Meeting called for such a purpose.
- iii) If upon the dissolution or winding up of the Club, there remain, after satisfaction of all its debts and liabilities, any property, whatsoever, the same shall not be paid or distributed among the members of the Club, but shall be given or transferred to either -
 - a) some other clubs or institutions having aims similar, wholly or in part, to the aims of the Club and which shall prohibit the distribution of its or their income: or
 - b) some charitable object or objects.
 - c) Which clubs, institution or charitable object shall be determined by the members of the Club at or before the time of dissolution or winding up in accordance with Section 33 (2) of the Associations Incorporation Act 1987.