

# CONSTITUTION OF THE O.H.A. HOCKEY CLUB INC.

## 1 THE ASSOCIATION

The name of the Association shall be the "O.H.A. Hockey Club" Inc. and shall be referred to in these Rules made hereunder as "the Club".

The assets and income of the organisation shall be applied solely in furtherance of its above-mentioned objects and no portion shall be distributed directly or indirectly to the members of the organisation except as bona fide compensation for services rendered or expenses incurred on behalf of the organisation.'

Dissolution clause

'In the event of the organisation being dissolved, the amount that remains after such dissolution and the satisfaction of all debts and liabilities shall be transferred to another organisation with similar purposes which is not carried on for the profit or gain of its individual members.

## 2 INTERPRETATION

The Act means the *Associations Incorporation Act 1964*. Referencing the *Association Incorporation (model Rules) Regulations 2017*. [Association Incorporation Act](#)

2.1 In these Rules the following words and phrases where the context so allows have the following meanings, unless the contrary intention appears:-

"The General Committee" shall mean the General Committee of the Club referred to in the Rules.

"The Executive" shall mean the Executive Committee of the Club composed as provided for in these Rules.

"General Meeting" means a general meeting of the members convened in accordance with Rule 11.

"Season" shall mean the period from the day on which the Annual Meeting is held until the Annual Meeting in the following year.

"In writing" includes physical written form and email however does not include SMS/Text/social media.

2.2 In these Rules, expressions referring to writing shall, unless the contrary intention appears, be construed as including references to printing, lithography, photography, and other modes of representing or reproducing words in a visible form.

2.3 Words or expressions contained in these Rules shall be interpreted in accordance with the provisions of the *Acts Interpretation Act 1931* and the Act as in force on the date on which these Rules are adopted by the Club.

2.4 In case any dispute or doubt shall arise as to the proper interpretation of these Rules the matter shall be determined by the President who shall make known their decision to the General Committee. The General Committee may request the president to reconsider the decision but otherwise the decision shall be final.

## 3 THE OFFICE

The office of the Club shall be at the residence of the Club Secretary or such other places as the General Committee, may from time to time determine.

## 4 OBJECTS AND POWERS

The basic objects and powers of the Club shall be:-

- 4.1 To promote and foster the game of hockey among amateur athletes;
- 4.2 The fostering and encouraging of school teams by association with the Club in its activities, both social and otherwise;
- 4.3 To make "Rules" for the O.H.A. Hockey Club for the further definition of matters under the authority of the O.H.A. Hockey Club;
- 4.4 The purchase, taking on lease or in exchange, and the hiring or otherwise acquiring of any real or personal property that may be deemed necessary or convenient for any of the objects or purposes of the Club;
- 4.5 The buying, selling and supplying of, and dealing in goods of all kinds;
- 4.6 The construction, maintenance and alteration of buildings or works necessary or convenient for any of the objects or purposes of the Club;
- 4.7 The accepting of any gift, whether subject to a special trust or not, for any one or more of the objects or purposes of the Club;
- 4.8 The taking of such steps from time to time as the General Committee or the members in general meeting may deem expedient for the purpose of procuring contributions to the funds of the Club, whether by way of donations, subscriptions or otherwise;
- 4.9 The printing and publishing of such newspapers, periodicals, books, leaflets, or other documents as the committee or the members in general meeting may think desirable for the promotion of the objects and purposes of the Club;
- 4.10 The borrowing and raising of money in such manner and on such terms as the committee may think fit or as may be approved or directed by resolution passed at a general meeting;
- 4.11 Subject to the provisions of the *Trustee Act 1898* the investment of any moneys of the Club not immediately required for any of its objects or purposes in such manner as the committee may from time to time determine;
- 4.12 The making of gifts, subscriptions or donations to any of the funds, authorities or institutions to which paragraph (a) or subsection (1) of *section 78 of the Income Tax and Social Services Contribution Assessment Act 1936-1964* of the Commonwealth relates;
- 4.13 The establishment and support or aiding in the establishment and support of associations, institutions, funds, trusts, schemes and conveniences calculated to benefit servants or past servants of the Club and their dependents and the generating of pensions, allowances or other benefits to servants or past servants of the Club and their dependents, and the making of payment towards insurance in relation to any of those purposes;
- 4.14 The establishment and support, or aiding in the establishment or support, of any other association formed for any of the basic objects of the Club;
- 4.15 The purchase or acquisition, and undertaking, of all or any part of the property, assets, liabilities, and engagements of any association with which the Club may at any time become amalgamated in accordance with the provisions of the Act and the Rules of the Club; and
- 4.16 The doing of all such other lawful things as are incidental or conducive to the attainment of the basic objects of the Club or of any of the objects and purposes specified in the foregoing provisions of this sub-rule.

## 5 MEMBERSHIP OF CLUB

- 5.1 Membership shall be open to any person who wishes to further the interests of the Club.
- 5.2 Membership shall be perpetual until terminated as provided for in sub-rule 5.5.
- 5.3 Each person admitted to membership shall be;
- 5.3.1 bound by the Constitution and Club Rules of the Club.
  - 5.3.2 come liable for such fees and subscriptions as may be fixed by the Club.
  - 5.3.3 Entitled to all advantages and privileges of membership.
- 5.4 Membership Categories:
- 5.4.1 **Playing Member**  
Any person who is a financial member of the Club is entitled to hold any office and enjoy the privileges of the Club.
  - 5.4.2 **Social Member**  
Persons other than playing members who are interested in promoting the Club, but who do not wish to participate in the playing activities of the Club, may become a Social member on payment of social member subscription. A Social Member is entitled to hold any office and enjoy the privileges of the Club.
  - 5.4.3 **Junior Member**  
Any person under the age of 18 years may become a Junior member. Such shall have no voting rights nor be entitled to hold any office.
  - 5.4.4 **Patron**  
The Club may, at its discretion, elect a patron/s or vice patron/s of the Club for such a period as may be deemed necessary. Such patron/s or vice patron/s shall not be eligible to vote unless they are current members under another category of membership.
  - 5.4.5 **Life Members**  
Any person who was a life member of the O.H.A. Men's Hockey Club as at the 21st day of August 1980 or who subsequently is appointed in accordance with the following sub-rules shall become a life member of the Club and shall not be required to pay a subscription (not including fees and levies) as prescribed in Rule 26:-
    - 5.4.5.1 such person to be nominated and seconded by ordinary members who have each been members of the Club for eight years;
    - 5.4.5.2 such nomination must be agreed to and signed by ten playing members who have also been members of the Club for five years;
    - 5.4.5.3 nomination and resume to be forwarded to the General Committee for consideration;
    - 5.4.5.4 Playing Life members shall be required to pay fees and levies as prescribed in Rule 25.
  - 5.4.6 **Honorary Members**
    - 5.4.6.1 Honorary members may be appointed on an annual basis at the Annual General Meeting for the period of twelve months for the purpose of sitting on the General Committee with full voting rights.
    - 5.4.6.2 Honorary membership shall be automatically revoked in the event of non-election to the General Committee or vacation of office under sub-rule 20.5.
  - 5.4.7 **Affiliated Clubs or Teams**  
A club or team desirous of becoming an affiliated club or team must make application in accordance with the Rules of the Club. Such application must be lodged with the Club Secretary on or before a date as determined by the General Committee of the Club.

Each affiliated club or team shall appoint or elect a delegate as their representative to meetings of the General Committee.

5.5 Termination of Membership:

5.5.1 Any person's membership, including life membership, may be terminated by the following events;

5.5.1.1 Resignation;

5.5.1.2 False or inaccurate statements made in the member's application for membership of the Club, breach of any rule, regulation or By-law of the Club or commit any act detrimental to the Club;

5.5.1.3 Failure to pay annual membership fee.

5.5.2 The General Committee shall have the power to suspend or expel any member of the Club for any of the events in Item 5.5.5 above.

5.5.3 Any member who is expelled, suspended or has their membership terminated shall have the right to appeal against their suspension or expulsion by presenting their case to a General meeting called for such purpose, and the decision of the General meeting shall be final.

5.5.4 The Public Officer shall advise the member accused of misconduct of their expulsion and remove their name from the register.

5.6 Indemnity:

Every member of the committee, member of the Club, auditor or agent of the Club, must be indemnified out of the property of the Club against any liability incurred by that person in that capacity in defending any proceedings;

5.6.1 in which judgement is given in favour of that person; or

5.6.2 in which the person is acquitted; or

5.6.3 in connection with any application in relation to any such proceedings, in which relief is granted to that person.

5.7 Liability of Members and Officers:

In accordance with section 27 of the *Association Incorporation Act 1964*, except as otherwise provided in the Act, a member or officer of the incorporated Club shall not, by reason of his being such a member, be liable to contribute towards the payment of debts and liabilities of the incorporated Club or costs, charges and expenses of the winding-up of the incorporated Club.

## 6 INCOME AND PROPERTY OF CLUB

6.1 The income and property of the Club, however derived, shall be applied solely towards the promotion of the objects and purposes of the Club and no portion thereof shall be paid or transferred directly or indirectly by dividend bonus or otherwise to any member of the Club.

6.2 The Club shall not-

6.2.1 appoint a person who is a member of the General Committee to any office in the gift of the Club to the holder of which there is payable any remuneration by way of salary, fees or allowances; or

6.2.2 pay to any such person any remuneration or other benefit in money's worth (other than the repayment of out of pocket expenses).

6.2.3 Nothing in the foregoing provisions of this rule prevents the payment in good faith to a servant or member of the Club of remuneration in return for services, including coaching services, actually rendered to the Club by the servant or member or for goods supplied to the Club by the servant or member in the ordinary course of business.

- 6.2.4 Nothing in (6.2.3), above, allows the Club to provide any form of direct remuneration to any member, or prospective member, in return for playing hockey for the Club.

## **7 ACCOUNTS OF RECEIPTS, EXPENDITURE ETC**

- 7.1** True accounts shall be kept -
- 7.1.1 of all sums of money received and expended by the Club and the matter in respect of which the receipt or expenditure takes place; and
  - 7.1.2 of the property, credits, and liabilities of the Club,
  - 7.1.3 and subject to any reasonable restrictions as to time and manner of inspecting them that may be imposed by the Club for the time being. Those accounts shall be open to the inspection of the members of the Club.
- 7.2 The Treasurer of the Club shall keep all general records, accounting books, and records of receipts and expenditure connected with the operations and business of the Club in such form and manner as the committee may direct. Includes the use of electronic accounting software and storage in the clubs data repository and allows for 3rd party booking/accounting services to be engaged by the Committee and managed by the Treasurer on behalf of the Club.
- 7.3 The accounts, books and records referred to sub-rules 7.1.1 and 7.1.2 of this rule shall be kept at the Club's office or at such other place as the General Committee may decide.

## **8 BANKING AND FINANCE**

- 8.1 On behalf of the Club, the treasurer of the Club is to:
- 8.1.1 receive any money paid to the Club; and
  - 8.1.2 immediately after receiving the money, officially report the money within the Club's accounting software/books'and
  - 8.1.3 cause the money to be paid into the account opened under rule 8.2 as soon as practicable after it is received.
- 8.2 The committee is to open with an authorised deposit-taking institution an account in the name of the Club.
- 8.3 The committee may –
- 8.3.1 receive from an authorised deposit-taking institution a cheque drawn by the Club on any of the Club's accounts with the authorised deposit taking institution; and
  - 8.3.2 release or indemnify the authorised deposit-taking institution from or against any claim, or action or other proceeding, arising directly or indirectly out of the drawing of that cheque.
- 8.4 Except with the authority of the committee, a payment of an amount exceeding \$20 is not to be made from the funds of the Club other than –
- 8.4.1 by cheque drawn on the Club's account; or
  - 8.4.2 by the electronic transfer of funds from the Club's account to another account at an authorised deposit-taking institution.
- 8.5 The committee may provide the treasurer of the Club with an amount of money to meet urgent expenditure, subject to any conditions the committee may impose in relation to the expenditure.
- 8.6 A cheque is not to be drawn on the Club's account, and an amount is not to be electronically transferred from the Club's account to another account at an authorised deposit-taking

institution, except for the purpose of making a payment that has been authorised by the committee.

- 8.7 A cheque, draft, bill of exchange, promissory note or other negotiable instrument is to be – 1 (a) signed by the treasurer of the Club or, in the treasurer's absence, by any other member, or members, of the committee the committee nominates for that purpose; and (b) countersigned by the public officer.
- 8.8 An electronic transfer of an amount from the Club's account to another account at an authorised deposit-taking institution – (a) may only be authorised by the treasurer of the Club or, in the treasurer's absence, by any other member, or members, of the committee the committee nominates for that purpose; and (b) may only be authorised by a person referred to in paragraph (a) if the authorisation has been approved by the public officer.

## **9 AUDITOR**

- 9.1 The Annual General Meeting shall elect or appoint an Auditor or Auditors.
- 9.2 The Auditor/s shall examine and audit all the books and accounts of the Club annually, and have the power to call for all books, papers, accounts, receipts etc of the Club and report and certify correctness to the Annual General Meeting.

## **10 ANNUAL GENERAL MEETING**

- 10.1 The Club shall in each year hold an annual general meeting.
- 10.2 The annual general meeting shall be held during the month of November each year, at such time and place as the General Committee determine.
- 10.3 The Secretary shall give at least fourteen (14) days notice of the date of the Annual General Meeting to members. Notice will be given via email direct to members, on the OHA website and/or Newsletter
- 10.4 The quorum at The Annual General Meeting shall be a minimum of 15 members, who may attend personally or via electronic media similar to Zoom or Teams, as determined by the Committee. There must be capability for 2 way communication and vision to count as an attended member. If at the end of 30 minutes after the time appointed in the notice for the opening of the Meeting there being no quorum the meeting shall stand and adjourn for one week. If at the subsequent meeting there is no quorum those members present shall be competent to discharge the business of the meeting.
- 10.5 The annual general meeting shall be in addition to any other general meetings that may be held in the same year.
- 10.6 The annual general meeting shall be specified as such in the notice convening it.
- 10.7 The agenda for the annual general meeting shall be –
- 10.7.1 Opening of meeting
  - 10.7.2 Apologies
  - 10.7.3 to confirm the minutes of the last preceding annual general meeting and of any general meeting held since that meeting
  - 10.7.4 to receive from the General Committee, auditor and servants of the Club reports upon the transactions of the Club during the last preceding financial year
  - 10.7.5 To elect honorary members
  - 10.7.6 To elect the officers of the Club and the General Committee
  - 10.7.7 To appoint the auditor

- 10.7.8 Notice/s of Motion
- 10.7.9 Urgent general business
- 10.7.10 Closure

- 10.8 The annual general meeting may transact special business of which notice is given in accordance with these rules.
- 10.9 All general meetings other than the annual general meeting shall be called special general meetings.

## **11 GENERAL MEETINGS**

- 11.1 General meetings may be called by the General Committee or at the request of the President and Secretary or on the written request of not less than ten (10) members of the Club.
- 11.2 The Secretary shall give at least seven (7) days notice, via email direct to members, on the OHA website and/or Newsletter as determined by the Committee, of the date of the General Meeting to the members. Notice of General Meetings shall set out clearly the business for which the meeting has been called. No other business shall be dealt with at that General Meeting.
- 11.3 The quorum at the General Meeting shall be a minimum of 15 members, who may attend personally or via electronic media similar to Zoom or Teams, as determined by the Committee. There must be capability for 2 way communication and vision to count as an attended member.

## **12 VOTING**

- 12.1 Voting powers at the Annual General Meeting and General Meetings
  - 12.1.1 The President shall be entitled to a deliberative vote, and in the event of a tied vote the President shall exercise a casting vote.
  - 12.1.2 Each individual financial member present shall have one (1) vote.
- 12.2 Voting powers at General Committee meetings
  - 12.2.1 The President shall be entitled to a deliberative vote, and in the event of a tied vote the President shall exercise a casting vote.
  - 12.2.2 Each individual committee member present shall have one (1) vote.

## **13 PRESIDENT TO PRESIDE AT GENERAL MEETINGS**

- 13.1 The president, or in their absence, the Vice-President, or in the absence of both the President and the Vice-President, the other Vice-President shall preside as chairperson at every general meeting of the Club.
- 13.2 If the President and Vice-President are absent from a general meeting, the members present shall elect one to preside as chairperson thereat.

## **14 DETERMINATION OF QUESTIONS ARISING AT A GENERAL MEETING**

A question arising at a general meeting of the Club shall be determined on a show of hands and unless before or on the declaration of the result of a show of hands a poll is demanded, a declaration by the chairman that a resolution has, on a show of hands, been carried, or carried unanimously, or carried by a particular majority, or lost, and an entry to that effect in the minutes of the Club is evidence of the fact, without proof of the number or proportion of the votes recorded in favour of, or against, that resolution.

## **15 TAKING OF POLL**

If at a meeting a poll on any question is demanded it shall be taken at that meeting in such manner as the Chairperson may direct, and the result of the poll shall be deemed to be the resolution of the meeting on that question.

## **16 WHEN POLL TO BE TAKEN**

A poll that is demanded on the election of a chairperson, or on a question of adjournment, shall be taken forthwith, and a poll that is demanded on any other question shall be taken at such time before the close of the meeting as the chairperson may direct.

## **17 OFFICERS OF THE CLUB**

17.1 Management of the Club shall be vested in the General Committee elected by the members at the Annual General Meeting and consisting of;

17.1.1 President

17.1.2 Vice Presidents (2 to be elected, 1 nominated as Senior Vice President)

17.1.3 Secretary

17.1.4 Treasurer

17.1.5 Up to 6 Committee Members

17.2 No person shall hold more than one position on the General Committee at any one time. A person shall cease to be a member of the General committee at the conclusion of the Annual general Meeting next following their election and they will be eligible for re-election.

17.3 If the President or Vice presidents are unable to attend, then a chairperson nominated by the meeting shall chair that meeting.

17.4 A member of the General committee may lose their seat on the committee for either of the following;

17.4.1 Absence from three or more consecutive meetings without leave of absence;

17.4.2 Found not to be a financial member;

17.4.3 becomes bankrupt, or applies to take advantage of any law relating to bankrupt or insolvent debtors or compounds with their creditors, or makes any assignment of their estate for their benefit;

17.4.4 Dies;

17.4.5 becomes of unsound mind;

17.4.6 resigns their office by writing under their hand addressed to the Committee;

17.4.7 ceases to be resident in the State;

17.4.8 ceases to be a member of the Club.

## **18 AFFAIRS OF CLUB**

18.1 The affairs of the Club shall be managed by the General Committee constituted as provided in rule 20.

18.2 The General Committee:-

18.2.1 shall control and manage the business and affairs of the Club;

18.2.2 may, subject to these rules, exercise all such powers and functions as may be exercised by the Club, other than those powers and functions that are required by these rules to be exercised by general meetings of members of the Club; and

18.2.3 subject to the Act and these rules, has power to perform all such acts and things as appear to the committee to be essential for the proper management of the business and affairs of the Club.

## **19 CONSTITUTION OF THE GENERAL COMMITTEE**

19.1 The General Committee shall consist of -

19.1.1 the officers of the Club.

19.1.2 all of whom shall be elected at the annual general meeting of the Club in each year. With the exception of the Patron and Vice-Patrons.

19.2 Each general committee person shall, subject to these rules, hold office until the annual general meeting next after the date of their election, but is eligible for re-election.

19.3 In the event of a casual vacancy occurring in the office of general committeeman, the committee may appoint a member of the Club to fill the vacancy, and the member so appointed shall hold office, subject to these rules until the conclusion of the annual general meeting next following the date of his appointment.

## **20 ELECTION OF OFFICERS OF THE CLUB**

20.1 Nominations of candidates who must be members of the Club for election as officers of the Club - except for candidates for the positions of Patron and Vice Patrons;

20.1.1 shall be made in writing signed by two members of the Club and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and

20.1.2 shall be delivered to the secretary of the Club at least ten days before the date fixed for the holding of the annual general meeting.

20.2 If insufficient nominations are received to fill all vacancies on the General Committee, the candidates nominated shall be deemed to be elected and further nominations shall be received at the annual general meeting.

20.3 If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.

20.4 If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held.

20.5 The ballot for the election of officers and general committee shall be conducted at the annual general meeting in such usual and proper manner as the committee may direct.

20.6 The Patron and Vice Patrons of the club shall be nominated by members of the Annual General Meeting and elected there at.

## **21 MEETINGS OF THE GENERAL COMMITTEE**

21.1 The General Committee shall meet at least once a month from December to October, at such place and at such time as the General Committee may determine.

21.2 Special meetings of the General Committee may be convened by the President, or any four of its members.

- 21.3 Notice shall be given to members of the General Committee of any special meeting, specifying the general nature of the business to be transacted, and no other business shall be transacted at such a meeting.
- 21.4 Any four members of the General Committee constitute a quorum for the transaction of the business of a meeting of the Committee.
- 21.5 No business shall be transacted unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned to the same place and at the same hour of the same day in the following week unless the meeting was a special meeting in which case it lapses.
- 21.6 At meetings of the General Committee -
- 21.6.1 The President, or in his absence the Senior Vice-President, or in the absence of both the President and the Senior Vice-President, the other Vice-President; or
- 21.6.2 if the President and the two Vice-Presidents are absent, such one of the remaining members of the committee as may be chosen by the members present, shall preside.
- 21.7 Questions arising at meetings of the General Committee or of any sub-committee appointed by the committee shall be determined on a show of hands, or if demanded by a member, by a poll taken in such manner as the persons presiding at the meeting may determine.
- 21.8 Each member present at a meeting of the committee or of any sub-committee appointed by the committee (including the person presiding at the meeting) is entitled to one vote and, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.
- 21.9 Written notice of each General Committee meeting shall be served on each member of the General Committee by delivering it to them at a reasonable time before the meeting.

## **22 DISCLOSURE OF INTERESTS**

- 22.1 If a member of the committee or a member of a subcommittee has a direct or indirect pecuniary interest in a matter being considered, or about to be considered, by the committee or subcommittee at a meeting, the member is to, as soon as practicable after the relevant facts come to the member's knowledge, disclose the nature of the interest to the committee.
- 22.2 If at a meeting of the committee or a subcommittee a member of the committee or subcommittee votes in respect of any matter in which the member has a direct or indirect pecuniary interest, that vote is not to be counted.
- 22.3 No member of the General Committee shall vote as a member of the committee in respect of any contract or arrangement in which they are interested and if they do so vote their vote shall not be counted.

## **23 EXECUTIVE COMMITTEE**

- 23.1 The president, the senior vice-president, the vice-president, the treasurer and the secretary constitute the executive committee.
- 23.1.1 During the period between meetings of the committee, the executive committee may issue instructions to the public officer and members of the Club in matters of urgency connected with the management of the affairs of the Club.
- 23.1.2 The executive committee is to report on any instructions issued under Rule 23.1 to the next meeting of the committee.

## **24 SUB-COMMITTEE**

- 24.1 The committee may at any time appoint a sub-committee from the members as it may think fit and shall prescribe the powers and functions thereof.
- 24.2 The committee may co-opt as members of a sub-committee such persons as it thinks fit, whether or not those persons are members of the Club, but a person so co-opted is not entitled to vote.
- 24.3 Three appointed members of a sub-committee constitute a quorum at a meeting of the sub-committee.
- 24.4 Notice of each sub-committee meeting shall be served on each member of the sub-committee by delivering it to them at a reasonable time before the meeting.
- 24.5 The President, the senior vice- president, the vice president, the treasurer, and the Secretary constitute an executive committee, which may issue instructions to the public officer and the servants of the Club in matters of urgency connected with the management of the affairs of the Club during the intervals between meetings of the committee, and where any such instructions are issued shall report thereon to the next meeting of the committee.

## **25 THE GENERAL COMMITTEE MAY AS IT SEES FIT**

- 25.1 Levy additional fees and levies;
- 25.2 Subject to any specific provision in these rules and exclusive of the jurisdiction of the Executive to do so determine and impose fines and a suspension or disqualify members for infringement of the Rules or non-compliance with its direction;
- 25.3 Appoint sub-committee;
- 25.4 Generally do all things and issue directions on all matters within the powers of the Club and not required by the constitution or the rules to be done by the Club with the approval of a general meeting.
- 25.5 Approve policies and procedures as required that relevant to the good running of the Club, that not required to be annexed by this Constitution

## **26 ANNUAL SUBSCRIPTIONS**

- 26.1 Until otherwise fixed pursuant to sub-rule 26.2 of this rule, the annual subscription payable by members shall be the sum of two dollars or as per rule 26.5.
- 26.2 The amount of the annual subscription may be altered from time to time as per Rule 26.5.
- 26.3 The membership period shall be from the Annual General Meeting to the Annual General Meeting in the year following. All additional memberships accepted in accordance with Rule 5 shall be valid until the commencement of the following membership period and shall be liable to a full membership fee.
- 26.4 In the event that subscriptions and levies are not paid within 30 days of dated invoice membership of the Club shall thereafter cease and be terminated unless provide exemption under Club rule 11.4.
- 26.5 At its first meeting after the annual general meeting or as soon thereafter as possible the General Committee shall determine subscriptions and levies for the current year.

## **27 FINANCIAL YEAR**

The financial year of the Club is the period beginning 1st November in each year and ending on the 31st October following.

## **28 SERVICE OF NOTICES AND REQUISITIONS**

- 28.1 Except as otherwise provided by these rules, a document may be served under these rules on a person by –
- 28.1.1 giving it to the person; or
  - 28.1.2 leaving it at, or sending it by post to, the person's postal or residential address or place or address of business or employment last known to the server of the document; or
  - 28.1.3 faxing it to the person's fax number; or
  - 28.1.4 emailing it to the person's email address.

## **29 DISPUTES**

- 29.1 Subject to this rule, a dispute between a member of the Club in their capacity as a member, and the Club shall be determined by arbitration. In accordance with the provisions of the *Arbitration Act 1892*.
- 29.2 Nothing in this rule affects the operation or effect of rule 28.

## **30 SEAL OF THE CLUB**

- 30.1 The Seal of the Club shall be in the form of a rubber stamp, inscribed with the name of the O.H.A. Hockey Club Inc. encircling the word "seal".
- 30.2 The seal of the Club shall not be affixed to any instrument except by the authority of the General Committee and the affixing thereof shall be attested by the signatures either of two members of the General Committee or of one member of the general committee and of the public officer of the Club or such other person as the General Committee may appoint for that purpose, and that attestation is sufficient for all purposes that the seal was affixed by authority of the General Committee.
- 30.3 The seal shall remain the custody of the public officer.

## **31 "CLUB RULES"**

- 31.1 The Club rules for the participation of the Club in the game of hockey within the Association of Hockey Tasmania shall, for the time being, be the rules set out in the first schedule hereto.
- 31.2 The before mentioned rules may be altered by a majority of votes from those present at a General Committee meeting to be amended in accordance with any proposed amendment, notice of which has been given at the same time as the notice for the General Committee meeting as provided for in rule 21.9 hereof.

# RULES

## 1 CONSTITUTION

These Rules constitute schedule 1 of the Constitution submitted for incorporation (ref Constitution Item 31), and approved.

- 1.1 These Rules to be known as the "Club Rules" or "Players Rules".

## 2 CLUB COLOURS

The colours of the Club shall be red, blue and green; the design as decided by the General Committee.

## 3 DUTIES OF THE PLAYING MEMBERS

- 3.1 Every member shall abide by the rules of hockey and demonstrate the values and behaviours as set out by Hockey Australia and Hockey Tasmania
- 3.2 Every member shall endeavour to uphold the honour and tradition of the Club.
- 3.3 Members shall attempt, to the best of their ability, to carry out the instructions received from their committee, coach and captain and abide by their decisions.
- 3.4 Members shall endeavour to improve Club morale and Club spirit by their actions.
- 3.5 Members shall do no act detrimental to the interest of their Club.

## 4 EQUIPMENT

Every playing member is required to purchase/acquire a full set of Club playing uniforms. From time to time the Club uniform maybe redesigned with Committee approval, playing members will be required to transition to the new design within 12 months.

## 5 OHA TRUST ACCOUNT AND TRUSTEES

OHA has a Trust Investment Account holding surplus funds from previous fundraising and donations. The Trust and Trustee oversight exists to safeguard the Investment and source of income (investment return).

The Trust is to be administered by:

- 5.1 A panel of up to 5 elected trustees and the current OHA treasurer. Trustees must be current OHA members or Life Members and not currently on the OHA Committee,
- 5.2 Trustees other than the current OHA Treasurer, who is elected automatically, are to be elected at the AGM, and reaffirmed at each AGM
- 5.3 Trustee panel member rotations
  - 5.3.1 Trustees are appointed for a term of five years.
  - 5.3.2 To maintain organisational knowledge each year one Trustee is rotated off the Trustee panel with at least one new Trustee elected to the panel
  - 5.3.3 If a Trustee leaves the Panel prior to completion of their five year term, an additional Trustee may be added by the OHA Committee for the remaining term of the leaving Trustee; this appointment is to be ratified by vote, at the next Annual General Meeting

- 5.4 A panel of up to five trustees may be elected.
- 5.4.1 Nominations for Trustees will be called for by the Secretary prior to the Annual General Meeting
- 5.4.2 If there are sufficient nominations to fill the vacancy(ies), the candidates will be deemed to be elected.
- 5.4.3 If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held. The ballot shall be held at the Annual General Meeting
- 5.5 Three elected trustees and the OHA Treasurer constitute a quorum at a meeting, Two thirds of trustees must approve of a proposal for the proposal to be carried.
- 5.6 The Trustees should meet at least once per year, preferably prior to the Annual General Meeting to review the Investment. And meet as required to assess Committee requests to access Trust funds.
- 5.7 The current OHA Treasurer is to act as convener of the Trustee panel and any trustee meeting. The convener ensures that the first order of business of any meeting is to appoint a trustee to Chair the meeting. The OHA treasurer takes the meeting minutes which are to be approved by that meeting's Chair and submitted into Club's official records.
- 5.8 The purpose of the Trustee panel is to:
- 5.8.1 To provide the OHA Committee with a guideline on which OHA initiatives the Trustees might consider for releasing Trust funds for,
- 5.8.2 Approve the investment of the Trust funds, and from time to time review the investment performance
- 5.8.3 To consider and approve/reject proposals from the OHA committee to access Trust funds. The trustees must provide reasons for approval/rejection

## **6 AMATEUR STATUS**

All persons playing or desirous of playing shall conform with the current F.I.H. ruling on Amateur Status.

## **7 AFFILIATION WITH OTHER AMATEUR BODIES**

O.H.A. Hockey Club Inc. may join or become affiliated with any other amateur body or bodies or may pay such fees thereto as may from time to time be decided.

## **8 OFFICER DUTIES**

- 8.1 The duties of the officers shall be the duties normally carried out by such officers in similar organisations or as may be assigned to them and in particular:-
- 8.1.1 The Senior Vice-President shall in the absence of the President have all the duties and powers of the President.
- 8.1.2 The Secretary shall prepare and keep the minutes of all Club and General Committee meetings and such other meetings as shall be required; keep and amend as required an official copy of the Constitution and the Rules; publish and issue copies thereof as required; keep a Register of Club property.
- 8.1.3 The General Committee and the Club Senior and Junior coaches to ascertain the number of players, the number of teams to be fielded and the grades where these teams will be fielded prior to commencement of the season.

## **9 FINACIAL DELIGATIONS**

No officer shall in the course of his duties incur any financial expenditure on behalf of the Club without the approval of the Executive or the General Committee and shall at all times be subject to the direction of the Executive and the General Committee.

## **10 SUB-COMMITTEE**

The President or the Secretary shall be ex officio members of all sub-committees as may be appointed by the General Committee.

## **11 PAYMENT OF SUBSCRIPTIONS**

- 11.1 Subscriptions shall be paid in full within 30 days of dated invoice, each year unless arrangements are made with the Committee as a result of a written request for assistance.
- 11.2 The Committee may alter the terms of rule 11.1.
- 11.3 The General Committee shall instruct the selection committee not to select members who have not paid subscriptions by due date unless an extension of time for payment has been granted.
- 11.4 A member may write to the Treasurer requesting a payment plan.