

# **By-Laws of the North Coast Raiders Hockey Club Incorporated**

**Approved at Special General Meeting (SGM): 20<sup>th</sup> June, 2019**

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## 1. Definitions

In these By-Laws, unless the contrary intention appears —

**Officer**, of an incorporated association, means any of the following —

- (a) a member of the management committee of the association;
- (b) a person, including an employee of the association, who makes, or participates in making, decisions that affect the whole, or a substantial part, of the operations of the association;
- (c) a person who has the capacity to significantly affect the association's financial standing;
- (d) a person in accordance with whose instructions or wishes the management committee of the association is accustomed to act (but excluding a person who gives advice to the association in the proper performance of functions attaching to the person's professional capacity or to the person's business relationship with members of the management committee or with the association).

**Rules** means the rules of the Association, as in force for the time being;

**Club** means the North Coast Raiders Hockey Club Incorporated, i.e. the Association.

## 2. By-Laws

### Association By-Laws

- (a) The Association By-Laws are created under the authority of section 61 of the rules of the association and are to either clarify how the association will enact the applicable section of the association rules or to act in extenuation to the rules of the association.
- (b) The By-Laws follow the same structure and format as the association rules and have been designed to be reflective of the structure and format of the rules.
- (c) Only sections of the rules that require clarification or statements in extenuation have been detailed in these By-Laws. Where no additional information or statement is required in addition to the rules, the non-affected section has been removed from the By-Laws.

### Name of Association

The name of the association is the **North Coast Raiders Hockey Club Incorporated**.

### Objects of the association

The objects of the association are:

- (a) To promote and foster the game of hockey in the immediate and surrounding districts to people of all ages;
- (b) To affiliate with the Western Australian Hockey Association (Inc.) and to participate in games, carnivals and events organised by or under the authority of that body.

### General Meeting Quorum

Any 25 members personally present (being members entitled to vote under these rules at a general meeting) will constitute a quorum for the conduct of business at a general meeting.

### Committee Meeting Quorum

Any 3 committee members constitute a quorum for the conduct of the business of a committee meeting.

### Financial year

The association's financial year will be the period of 12 months commencing on 01 October and ending on 30 September of each year.

### Applying for membership (Paragraph 5 of Rules)

A person has been considered to make application for membership and fulfil all the requirements of section 3 of the rules if they accurately complete the membership nomination process adopted by the club in the applicable association year. This may include an electronic membership nomination process.

### Classes of membership (Paragraph 8 of Rules)

- (1) Ordinary Membership of the association will have the following categories;

- (a) Senior Player – For players who have attained 17 years of age or above as at the first day of the applicable financial year of membership (ie 17 years of age as at the 01 January of the season (year) that are seeking to play hockey in;
  - (b) Official Supporter – For non-players that support the objects of the club; and
  - (c) Life Members – Those members who meet the criteria specified by the committee, have been nominated by the committee and have been elected by a three-fourths majority of the members present and voting at an annual general meeting.
- (2) The Association will have classes of associate membership to be titled Junior Player Membership and Honorary Membership.
- (a) Junior Player Membership – For players who have not yet reached the age of 17 years of age on the first day of the applicable financial year (playing season).
  - (b) Honorary Membership – The Committee shall have the power to extend honorary membership to any person who assists the Club in any way deemed appropriate and that supports the objects of the association. Such members so elected shall not be compelled to pay any membership fees. Their membership shall be reviewed annually.
  - (c) Parent of Junior Membership – for Parents of Junior Players that hold a current Ordinary Membership and by paying an annual membership fee of \$40. These members can only vote on agenda items that concern the Junior playing group.
- (3) The association may, at its annual general meeting, elect a Patron and two Vice-Patrons who will have full membership rights.

## Committee members (Paragraph 27 of Rules)

- (1) The following are the office holders of the Association —
  - (a) the chairperson;
  - (b) the deputy chairperson;
  - (c) the secretary;
  - (d) the treasurer.
- (2) In addition to these office holders, the Association has pre-defined office holders that perform formalised Club Roles as defined in the following table:

Office Holders (Paragraph 27)	Defined Club Roles
Chairperson	President
Deputy Chairperson (paragraph 28)	Deputy President
Secretary	Secretary
Treasurer	Director of Finance
Ordinary Committee Member	Men's Director
Ordinary Committee Member	Women's Director
Ordinary Committee Member	Juniors Director
Ordinary Committee Member	Administration Director
Ordinary Committee Member	Club Development Director

The duties performed by these Club Roles are defined in a separate document. The Club will also create sub-committees as required to performed specific tasks to support its operation.

## Subcommittees and subsidiary offices (Paragraph 48 of Rules)

- (1) Ceasing to be a subsidiary officer of the association. A person ceases to be a subsidiary officer of the association if the person —
  - (a) dies or otherwise ceases to be a subsidiary officer; or
  - (b) resigns their commission as a subsidiary officer through written notification to the secretary;
  - (c) is removed from their post as a subsidiary officer of the association by the committee and is advised through written notification; or
  - (d) becomes permanently unable to act as a subsidiary officer because of a mental or physical disability; or
  - (e) fails to attend 3 consecutive sub -committee meetings, of which the person has been given notice, without having notified the sub-committee that the person will be unable to attend.
- (2) All members of the Committee will be considered Ex-Officio members of any and all Sub-Committees that are established in accordance with the provisions of paragraph 48 of the rules.

## Common seal of Club

- (1) The Club must have a common seal on which its corporate name appears in legible characters.
- (2) The common seal of the Club must not be used without the express authority of the committee and every use of that common seal must be recorded in the minutes of the committee.
- (3) The affixing of the common seal of the Club must be witnessed by any two of the office bearers of the committee.

- (4) The common seal of the Club must be kept in the custody of the secretary or of such other person as the committee from time to time decides.

## Colours

- (1) The colours of the Club shall be black, green and gold and incorporate the rampant swan as an emblem.

## Guests of Members

- (1) The maximum number of guests per member per day for the purposes of section 48(4)(b) of the Liquor Control Act (1988) is five (5). Pursuant to section 48(5) of the Liquor Control Act (1988), a person visiting the Club as a member or an official of another club:
  - (a) that is to engage in a pre-arranged event with the host club conducted for the purposes of one of the Club's principal objects under rule 3; or
  - (b) that is to hold a pre-arranged function at the host club involving the use of the host club's sporting facilities
  - (c) may be taken to be a person who is accorded temporary membership on that day.
- (2) Members may introduce guests to the club at any time provided that:
  - (a) a guest shall not be supplied with liquor in the club premises except on invitation and in the company of that member;
  - (b) a guest shall be supplied with liquor to be consumed on the club premises only;
  - (c) the member introducing the guest shall be responsible for the proper conduct of that guest whilst on the club premises.

## Juveniles on Licensed Premises

- (1) Juveniles shall be permitted on licensed premises that are under the control of the Club under conditions that are resolved by the Board.

## Sale of Liquor

- (1) No liquor shall be sold or supplied for consumption elsewhere than on the club premises unless such liquor is removed from the premises of the club by or on the instructions from the member purchasing the same.
  - (a) No liquor shall be sold or supplied to any juvenile (i.e. any person under the age of 18 years).
  - (b) A member may, at their expense, and with the approval of the Board, supply liquor to guests without limitation as to number, at a function held by or on behalf of that member, at the club premises.