

# BugSports Club (Inc)

## CONSTITUTION

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## 1. NAME

- 1.1 The name of the club shall be the "BugSports Club (Inc)", hereafter referred to as "the Club".

## 2. OBJECT

- 2.1 The objectives of the Club are:
- 2.1.1 To foster and promote growth and development of the game BugPolo and river bugging.
- 2.1.2 To make, maintain, uphold and enforce rules and regulations of the game BugPolo;
- 2.1.3 To provide guidance for future affiliated clubs of a similar nature as to the rules of the game BugPolo;
- 2.1.4 To promote, encourage and enable safe participation in river bugging and BugPolo.

## 3. MEMBERSHIP

- 3.1 The committee shall have the right to admit or reject any application for membership. There shall be three classes of membership:
- 3.1.1 Ordinary membership – shall be open to:
- (i) Any person wishing to participate in or support Club activities, whether BugPolo or river bugging, who is able to be financial
- 3.1.2 Honorary Membership – shall be open to:
- (i) Such persons who have contributed valuable services to the Club, and who, with their consent, are elected as honorary members by unanimous vote of the active committee and confirmed at the AGM
  - (ii) Such Honorary members shall be required to pay an annual fee set by the committee, rather than the full subscription, but shall enjoy all the privileges of the ordinary membership
  - (iii) The term of membership in this case shall be for the current calendar year
- 3.1.3 Life Membership – shall be open to:
- (i) Such persons who, while members of the Club, have contributed outstanding services to the Club, and who with their consent are elected as life members by unanimous vote of the committee and two thirds majority at the AGM
  - (ii) Such life members shall be exempt from subscription payment, and shall enjoy all the privileges of ordinary members

#### 4. AFFILIATION

- 4.1 The Club currently is not affiliated with any other organisation. However, the Club encourages the establishment of other clubs, both nationally and internationally, with similar nature and interests, and their future affiliation with the Club

#### 5. DISCIPLINE

- 5.1 The disciplinary powers exercised by the committee shall be any one or more of the following:
- (i) Reprimand
  - (ii) Restitution of cost of replacement of Club gear or cost of repairs or part thereof
  - (iii) Expulsion or temporary suspension from membership, subject to the approval of the committee
- 5.2 The committee may discipline any member or other user of Club property:
- (i) who is responsible for damage, loss or theft thereof
  - (ii) who brings discredit upon the Club or its objectives
  - (iii) who is responsible for damage, loss or theft of private or public property when engaged in Club activities
- 5.3 None of the forgoing disciplinary powers shall be exercised by the committee until the member has been afforded the opportunity of appearing before, and being heard, by the committee.

#### 6. MEETINGS AND VOTING

- 6.1 The Annual General Meeting (AGM) shall be held at a suitable date during the BugPolo season that is to be set by the committee.
- 6.2 An Extraordinary General Meeting may be called by the committee or ten financial members.
- 6.3 At such meetings a quorum is to consist of 20% of the financial membership.
- 6.4 The Annual Report prepared by the President, and an audited Balance Sheet prepared by the Treasurer, shall be presented at the Annual General Meeting.
- 6.5 The person responsible for gear shall present a report on Club gear at each General Meeting.
- 6.6 The auditor shall be appointed at the AGM.

- 6.7 At any General Meeting, the chairperson shall have a casting (to maintain the status quo) as well as a deliberate vote.
- 6.8 A decision of the AGM shall be binding on the committee.

## 7. APPOINTMENT OF OFFICERS

- 7.1 The officers of the Club shall be:
- (i) President, followed by an active committee of;
  - (ii) Vice President
  - (iii) Club Captain
  - (iv) Secretary
  - (v) Treasurer
  - (vi) BugPolo Officer
  - (vii) River Bugging Officer
  - (viii) Safety Officer
  - (ix) Gear Officer
  - (x) Web Officer
  - (xi) Up to 4 ordinary committee members
  - (xii) The officers shall include at least one male and one female member
- 7.2 Nominations for the President shall be made in writing to the secretary at least 2 weeks prior to the AGM and elected at the AGM for a term of 2 years, such appointment is to be immediate. Nominators shall carefully consider the suitability of candidates as BugPolo/bugging advisers, being necessarily persons who have a strong interest in the Club.
- 7.3 The Club Captain, Secretary, Treasurer and other role-taking Officers shall be nominated in writing to the secretary at least 2 weeks prior to the AGM, or nominations can be accepted at the meeting subject to the approval of the meeting, and elected at the AGM. Such appointments are for a one year term and are to be effective immediately.
- 7.4 Ordinary committee members shall be nominated in writing to the secretary at least 2 weeks prior to the AGM or at the AGM and elected as required at the AGM. Such appointments are for a one year term and are to be effective immediately.
- 7.5 Elections are to be made by way of secret ballot or by show of hands.

## 8. ALTERATIONS TO THE CONSTITUTION AND BYLAWS

- 8.1 The rules and/or bylaws of the Club may be altered or added to by a two-thirds majority vote at an Extraordinary General Meeting for that purpose or at the AGM, provided 14 days notice of the alterations has been given to members.

## 9. BYLAWS

### 9.1 Subscriptions

- 9.1.1 Subscriptions are recommended by the committee and ratified at the AGM and are valid for a period of 1 year. Fees for the BugPolo season and river bugging trips are set by the committee, and can be altered during the year if necessary. However, 14 days public notice must be given prior to a fee change.

### 9.2 Signing of Documents

- 9.2.1 The Club shall have a common seal. A document shall be executed on behalf of the Club if:

- (a) The common seal is attached to the document; and
- (b) The document is witnessed by any one of the President, Secretary, or Treasurer, and countersigned by one other member of the committee.

### 9.3 Use of Money and Other Assets

- 9.3.1 The Club may only use money and other assets if;

- (a) It is for a purpose of the Club
- (b) It is not for the sole personal or individual benefit of any member; and
- (c) That use has been approved by either the committee or by majority vote of the Club
- (d) No money is borrowed, loaned or invested, and must always be available when needed (such as an on-call cheque account).

### 9.4 Role of the Committee

- 9.4.1 The management of the Club shall be entrusted to the active committee who shall develop and ratify policies, transact the business, and deal with the funds of the Club.

- 9.4.2 The committee shall meet at least once every three months with officers able to give the current state of affairs within their portfolio. A quorum for committee meetings shall consist of half of the committee. Committee members duties shall include:

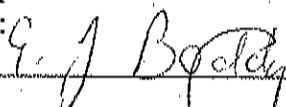
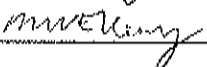
- (a) President – chair committee and other meetings and oversee activities of the club.
- (b) Vice President – assist the President as requested.

- (c) Club Captain – encourage and foster the development of bugging activities.
- (d) Secretary – attend all meetings and ensure the minute book is written up and correspondence listed. Notify committee members of all meetings.
- (e) Treasurer – Manage and account for the finances of the club by monitoring and reporting on the annual budget and current bank balance. Pay promptly any invoices received and follow up any outstanding monies owed to the club. Records must be presented at all meetings. Note: Up to four designated signatories are to be nominated by the committee for the signing of documents such as club cheques. Two such signatories must sign club documents.
- (f) BugPolo Officer - organises, manages and reports on the annual BugPolo competition for the club, supported by a subcommittee of people drawn from members of the club.
- (g) River Bugging Officer – organises, manages and reports on river bugging activities supported by a subcommittee of people drawn from members of the club.
- (h) Safety Officer – responsible for the development and overseeing of policy (which has to be ratified by the committee) for the safe participation by club members in the BugPolo competition and in river bug trips.
- (i) Gear Officer – maintain a gear register and report on serviceable gear, damaged and missing gear and work to be done on the gear.
- (j) Committee members – support club officers, the committee and club activities as appropriate.

**10. WINDING UP PROCESS**

10.1 The Club may be wound up voluntarily if at a Extraordinary General Meeting convened to consider the question, and upon the vote of a two thirds majority of those members present, the Club passes a resolution requiring the Club to be wound up, and such a resolution is confirmed in the same way at a subsequent Extraordinary General Meeting called together for the same purpose held not earlier than 30 days after that day on which the resolution so to be confirmed was passed. The members of the club present at the winding-up Extraordinary General Meeting shall direct the disposition of the funds and property of the Club.

Club Captain and President's signatures required for this constitution to be considered accurate:

 as at: 24/9/08  
 as at: 24/9/08