

SOUTH AUSTRALIAN ATHLETIC LEAGUE **INCORPORATED**

A.B.N.12 661 360 160

CONSTITUTION

Adopted 04/06/2024



SECTION 1 – ENTITY

1. NAME

The name of the League shall be the:

THE SOUTH AUSTRALIAN ATHLETIC LEAGUE INCORPORATED.

2. INTERPRETATION

- a) In this Constitution, unless the context shall require a different construction:
- i) “Act” means the Associations Incorporation Act 1985.
 - ii) “ADI” means an authorised deposit taking institution.
 - iii) In the absence of the President the appointed “Presiding Officer” means the person appointed by the outgoing Management Committee to preside over the election of office bearers at the Annual General Meeting.
 - iv) “Associate Members” means those persons who have paid the Associate Member’s Fee.
 - v) “Ballot” means a vote cast in writing and in secret.
 - vi) “Chairperson” means the person occupying the Chair at any meeting.
 - vii) “Committee” means the Committee of Management of the League.
 - viii) “Constitution” means the Rules of the League pursuant to the Act.
 - ix) “League” means the South Australian Athletic League Incorporated.
 - x) “Life Member” means Honorary Life Member.
 - xi) “Member” means any financial member of the League.
 - xii) “Month” means calendar month.
 - xiii) “Officials” means any person or persons appointed by the Committee to perform an authorised function or task for the League.
 - xiv) “Rules” means the Rules of Competition.

- xv) “Treasurer” means Honorary Treasurer.
 - xvi) “Financial Year” means the League’s financial year, which shall be from the first day of May each year to the thirtieth day of April in the next year.
 - xvii) “Membership Year” means the League’s membership year, which shall be from the first day of September to the thirty-first day of August in the next year.
- b) In this Constitution:
 - i) Where words are defined in the Act, they shall have the same meaning herein.
 - ii) Words importing the singular number shall include the plural number and vice versa and word importing the masculine gender shall include the feminine and neuter genders and vice versa and words importing persons shall include partnerships, businesses, associations, leagues, companies, entities, and organisations.
 - c) Subject to any right of appeal contained in this Constitution, the Committee shall be the sole authority for the interpretation of this Constitution together with any Regulations and/or By-laws made by the League.

3. OBJECTS

- a) To encourage and promote Athletic Sports in the State of South Australia and Australia.
- b) To arrange, regulate and conduct Athletic Sports meetings and to provide suitable control on race meetings in accordance with the Rules of the League.
- c) To register members and to advance the physical and social interest of members.
- d) To reciprocate with kindred bodies by way of mutual recognition of registrations, penalties, etc. and to do all such things and acts conducive to the advancement of the League and its members.
- e) To engender by association a fraternal consciousness and empathy among all persons engaged in any way with Athletic Sports.
- f) To seek assistance of any description from any person, group, entity or governmental level.
- g) To foster, promote, maintain, conduct and advance a League of a non-political nature to direct and nurture and advance Athletic Sports for the benefit of the League and its members.
- h) To promote, arrange and direct formal, informal and social events deemed appropriate for the promotion of Athletic Sports, the League, and its members.
- i) To do all such things as may appear desirable and prudent to provide recreation, accommodation, comfort, sport and social interaction for members, their guests and visitors.

4. POWERS

Solely for furthering the Objects, the League has, in addition to the rights, powers and privileges conferred on it under section 25 of the Act to:

- a) To do all such lawful acts and things as are incidental and conducive to the attainment of any of the objects of the League.
- b) To purchase, take, lease, exchange, hire, or otherwise acquire any real or personal property and other rights and privileges necessary or convenient for the purpose of the League.
- c) To sell, mortgage, improve, develop, lease, dispose of, or otherwise deal with all or any part of the property of the League. To purchase, hire, rent, take on lease, take on hire-purchase, sell, hire out, rent out, let, exchange or otherwise deal with property, whether real or personal, or any interest there in provided that if any such transaction renders the need for support in any form, either now or in the future, from members for financial support (excluding the payment of normal outgoings) that transaction may not proceed until a Special General Meeting called for the purpose shall have considered the proposal and approved the transaction.
- d) To raise money on the security of any property of the League upon such terms and conditions as shall appear desirable provided that if any such transaction renders the need for support in any form, either now or in the future, from member Clubs for financial support (excluding the payment of normal outgoings) that transaction may not proceed until a Special General Meeting called for the purpose shall have considered the proposal and approved the transaction.
- e) Elect Sub-committees, fill vacancies, make appointments, make By-laws in conformity with the Constitution and Rules of the League and to do all such acts and things that it deems appropriate for carrying out and managing the business and affairs of the League. All Sub-committees and persons appointed for special purposes by it shall be subject to and subordinate to the Committee. No staff person shall be appointed as a Handicapper, Chief Steward or to an Elected Office Bearers position.
- f) On the approval of the Annual General Meeting or of a Special General Meeting, to impose levies on the members.
- g) To deal with resignations of members which must be submitted in writing.
- h) To carry out all resolutions of which the prescribed notice has been given and passed at an Annual General Meeting or Special General Meeting of the League.
- i) To enforce discipline for any misconduct or wilful infringement of the Rules and By-laws of the League.
- j) To purchase insurance to indemnify the League against any matter or thing in which it may have an interest.

5. PATRON AND VICE PATRONS

- a) The League may appoint not more than two (2) Patrons and not more than two (2) Vice Patrons at its Annual General Meeting.
- b) The Patrons shall be selected from a list of not more than three (3) persons recommended by the Committee.
- c) The Vice-Patrons shall be selected from a list of not more than three (3) persons recommended by the Committee.
- d) The Patron and Vice-Patrons shall be a resident of South Australia who is prepared to be a benefactor, sponsor, protector and/or advocate of any just cause promoted by or activity of the League.
- e) Patrons and Vice Patrons are to be given effective communication by the President throughout each year.

6. NON-PROFIT BODY

The income and the property of the League shall be applied towards the promotion of the objects of the League. No proportion of the income and property of the League shall be paid or transferred, directly or indirectly, by any means to the members or relatives of the members of the League. Nothing herein shall prevent the payment in good faith of remuneration to any officer of the League or to any member of the League in return for any services actually rendered to the League.

SECTION 2 – MEMBERSHIP

7. CLASSES OF MEMBERSHIP

- a) The League shall consist of members in the following classes of members:
 - i) Life Members.
 - ii) Committee Members
 - iii) Track Officials and Office Staff.
 - iv) Registered Athletes, Self-trained Athletes and Coaches.
 - v) Associate Members.
- b) Life Members, Committee Members Track Officials, Registered Athletes, Self-trained Athletes and Coaches shall enjoy all the rights, privileges, obligations, and entitlements of the League.

8. REGISTER OF MEMBERS

- a) The Secretary shall keep on the League's database a register of the members of the League setting forth the name and address of each member of the League and their financial status.
- b) Every member shall communicate in writing, their postal address, email address, and or any change thereof, to the Secretary for retaining in the League's records. All notices posted, emailed, or delivered to such address shall be deemed to have been duly received.

9. LIFE MEMBERS

- a) A properly constituted Annual General Meeting may appoint not more than two (2) Life Members in any one year from names recommended by the Committee.
- b) Voting for Life Membership at an Annual General Meeting shall be by secret Ballot and requires two-thirds majority of voting members present at an Annual General Meeting.
- c) To be eligible for Life Membership a person must have given outstanding and meritorious service on promoting the interest of the League as follows:
 - (i) For a minimum of 15 years including not less than 5 years as an official, or holder of an administrative position.
 - (ii) For a minimum of 10 years as an official or holder of an administrative position.
 - (iii) For a minimum of 20 years as a Registered Athlete or Coach.
- d) Nominations for Life Membership must be in writing signed by two (2) current League Members or Life Members and shall be in the hands of the Secretary before 4.00pm on the last day of April each year.

- e) The Committee shall consider all nominations before voting by way of a secret ballot on recommending not more than two (2) in any one year to the appropriate meeting.
- f) Life Members shall not be required to pay a Registration Fee.

10. REGISTERED ATHLETES, SELF-TRAINED ATHLETES, COACHES, COMMITTEE MEMBERS, OFFICIALS AND ASSOCIATE MEMBERS

- a) A registration form shall be completed and lodged by each person with the Secretary annually.
- b) A person who has successfully registered as one of the above and paid the applicable registration fee, shall be deemed to be a member of the League for the current year.

11. ASSOCIATE MEMBERS

At the discretion of the Committee, Associate Membership may be granted to any person who:

- 1. Has been a member of the League and has retired from running.
- OR
- 2. Takes an active part in the fostering of running and/or the welfare of athletes.

12. BREACHES BY MEMBERS, DISPUTES, DISCIPLINARY ACTION AND HEARINGS

- a) General:
 - i) Where the Committee seek to exercise any power of adjudication that it has by virtue of this Constitution in relation to any dispute or alleged breach of discipline which fall under the League's jurisdiction the Committee shall appoint a Tribunal to hear and determine the matter.
 - ii) Every action, determination and decision by the Tribunal shall observe the rules of natural justice.
 - iii) The Tribunal may, subject to this Constitution, the By-laws, and Regulations of the League, impose penalties, fines, censures, disqualifications, cancellation or revocation of membership, withdrawal of rights and reprimands under such terms and conditions as it may determine. The Committee may refer to the Rules of Competition when exercising any power pursuant to this clause.
 - iv) All persons giving evidence before a Tribunal may be required by the Tribunal to give such evidence under oath.
 - v) The Committee may hear an appeal of the decision of the Tribunal.

SECTION 3 – GENERAL MEETINGS

13. ANNUAL GENERAL MEETING

- a) The Annual General Meeting shall be held at a date and place to be fixed by the Committee, which shall not be later than the 31st of July in each year.
- b) All members may attend and vote at the Annual General Meeting. Associate Members may attend but not vote.
- c) The business to be transacted at the Annual General Meeting shall be in the following order:
 - i) Receive and confirm the minutes of the last Annual General Meeting and any Special General Meeting held since the last Annual General Meeting.
 - ii) Receive and consider the League's Annual Report which shall contain:
 - 1. President's Annual Report.
 - 2. Secretary's Annual Report.
 - 3. Treasurer's Annual Report.
 - iii) Presentation of the audited Annual Accounts and its consideration and adoption.
 - iv) Election of Office Bearers as conducted by the appointed Presiding Officer.

The Elected Office Bearers shall be:

President, Vice-President and five (5) Committee Members.
 - v) Appointment of Patrons and Vice-Patrons.
 - vi) Appointment of the Auditor.
 - vii) Fix the Annual Registration Fees.
 - viii) Transact any other business affecting the interest and welfare of the League, of which due notice has been given according to the Constitution.
 - ix) Any other relevant (as determined by the Chairperson) Business raised by members present.
 - x) Address by the incoming President.
- d) Office Bearers shall take office at the conclusion of the Annual General Meeting at which they were elected.
 - a. Any member may give written notice of any other business not later than the last day of April immediately preceding the Annual General Meeting.

- b. If a quorum is not formed within half an hour of the time appointed for a general meeting
 - i) Member's present must appoint another day for the meeting, being a day at least seven (7) days but not more than 21 days away: and
 - ii) The meeting then stands adjourned to that day at the same place and time and
 - iii) If the quorum is not formed at the adjourned meeting within half an hour of the relevant time, the persons present and entitled to vote, constitute a quorum.
 - iv) Where a general meeting is adjourned regarding the above, the Secretary must give reasonable notice of the day, place, and time of the adjourned meeting to be given, in writing, to the members.

Only items set forth on the agenda unless otherwise decided by the Chairperson as per clause 13 c) ix) shall be discussed at an Annual General Meeting.

14. SPECIAL GENERAL MEETING

- a) All requests for a Special General Meeting shall be addressed to the President who shall immediately call a special meeting of the Committee.
- b) A Special General Meeting shall be convened by direction of the President upon receiving a requisition in writing to that effect from not less than five (5) members of the Committee or from not less than ten (10) members of the League whose subscriptions are not in arrears.
- c) The date of holding such meeting shall be fixed by the Committee and shall be held not less than fourteen (14) days and not more than twenty-eight (28) days from the time of receiving the requisition, provided always that such requisition shall clearly state the object of such Special General Meeting and no matters shall be discussed except those stated in the written requisition.

SECTION 4 – MANAGEMENT COMMITTEE

15. MANAGEMENT COMMITTEE

- a) Pursuant to the Act, the Committee of the League shall be the Management Committee.
- b) The administration, management, and control of the affairs of the League and the management and control of funds and other property of the League are vested in the Committee which may exercise all the powers of the League, save those which must, pursuant to this Constitution or Law, be exercised by a General Meeting.
- c) The Elected Office Bearers shall consist of President, Vice-President and five (5) Committee Members. No Person aged under 18 years as at the date of any General Meeting shall be elected to the Management Committee.
- d) Each Office Bearer must at all times act with reasonable care and diligence in the exercise of his/her powers in the discharge of the duties of his/her office.
- e) The Secretary and Treasurer are to be appointed by the Committee and will hold office until resignation or the Committee terminate their services.
- f) Functional Managers may be appointed by the Committee and will hold office until the next Annual General Meeting unless they tender their resignation or are dismissed by the Committee.
- g) Nominations for all positions except the Secretary and Treasurer shall be in writing, signed by the candidate and their proposer and his/her seconder and shall be lodged with the Secretary 14 days prior to the commencement of the Annual General Meeting.
- h) All retiring Office Bearers shall be eligible for re-election.
- i) In the event of insufficient number of members being nominated for election as office bearers, the vacancy may, notwithstanding, be filled at the Annual General Meeting then being held.
- j) In the event that a vacancy still remains on the Committee after the Annual General Meeting, that vacancy shall be filled as a casual vacancy.
- k) The Committee shall meet at least once in each month for the transaction of the business of the League and the President and/or the Secretary shall, when necessary or when requested by not less than three (3) members of the Committee, convene a Special General Meeting of that Committee.
- l) The President, the Vice-President or, in their absence, one of the Committee shall preside at all Committee Meetings.

- m) Should any member of the Committee fail to attend for three consecutive Committee Meetings without leave or apology delivered at or prior to the meetings, shall thereupon cease to be a member of the Committee.
- n) There shall be no restriction on any member of the Committee holding dual offices.
- o) Committee members shall be elected in accordance with this constitution for a term of 2 years, which shall commence from the conclusion.
- p) The President and three (3) Committee Members shall be elected in each year of an even number. The Vice President and two (2) Committee Members shall be elected in each year of an odd number.

16. RESIGNATION

No Office Bearers or other officers of the League shall be held to have resigned their office until their resignation has been delivered in writing to the Secretary and accepted by the Committee.

17. CASUAL VACANCIES

The Committee shall have the power to fill any casual vacancy for the unexpired term on the Committee.

18. DUTIES OF OFFICE BEARERS

- a) President:

The duties of the President shall include:

- i) To be the principal officer of the League.
- ii) To attend all General and Committee Meetings.
- iii) To preside over General Meetings and Committee Meetings of the League.
- iv) To regulate and keep order at all meetings and functions of the League and to ensure that the affairs of the League are conducted in accordance with this Constitution and any Regulations and By-laws made pursuant to the powers contained in this Constitution.
- v) To undertake all the duties assigned to the President under this Constitution.
- vi) To undertake all the duties assigned to the President by the Committee.
- vii) To be the representative of the League that makes all official and public statements.
- viii) To prepare and present the President's Annual Report to the Annual General Meeting.

b) Vice-President:

The duties of the Vice-President shall include:

- i) To deputise for the President in their absence or at their request.
- ii) To attend all General and Committee Meetings.
- iii) To preside over Standing Committees and Sub-committees as instructed by the Committee.
- iv) To undertake all the duties assigned to the Vice-President by the Committee.

c) Secretary:

The duties of the Secretary shall include:

- i) To be the Executive Officer of the League. Upon the Executive Officers/ Secretary position being vacant, the Management Committee shall appoint an Office Bearer or staff person to hold the secretary's position temporarily until a new appointment is made.
- ii) To attend all General and Committee Meetings.
- iii) To undertake all the duties assigned to the Secretary by this Constitution.
- iv) To ensure that the minutes of all General Meetings and Committee Meetings of the League are kept and recorded in a manner prescribed by the Committee.
- v) To ensure that minutes are kept of all meetings of the League.
- vi) To keep and maintain all League records placed in their hands by the Committee.
- vii) To conduct the day-to-day business of the League in a proper and lawful manner and in a way approved by the Committee.
- viii) To pay all accounts and then have them approved by the Committee for payment.
- ix) To receive and reply to all League correspondence.
- x) To issue all required notices.
- xi) To receive all moneys belonging or tendered to the League.
- xii) To keep a register of members, details of which shall be decided by the Committee as determined from time to time:
 - 1. Full Name.
 - 2. Residential Address.

3. Postal Address.
 4. Telephone Number/s
 5. Emergency Contact Phone Number (e.g., Parent or Family Member)
 6. E-mail Address
 7. Class of Member
 8. Date of Birth
- xiii) To prepare the League's Annual Report to the Annual Meeting.
 - xiv) To prepare and present the Secretary's Annual Report to the Annual Meeting.
 - xv) To keep secure the Common Seal of the League.
 - xvi) To keep the President apprised of all the affairs of the League.
 - xvii) To undertake such duties as are assigned to the Secretary by the Committee.
- d) Treasurer:
- The duties of the Treasurer shall include:
- i) To attend all General and Committee Meetings.
 - ii) To preside over any Finance Committee or Sub-committee.
 - iii) To attend all meetings of a Finance Committee or Sub-committee.
 - iv) To administer the financial affairs of the League in accordance with the provision of this Constitution.
 - v) To make, maintain and keep accounting records of the League in a manner approved by the Committee.
 - vi) To prepare and present the Treasurer's Annual Report to the Annual General Meeting.
 - vii) To prepare and submit the Annual Accounts to the Auditor and subsequently present them to the Annual General Meeting.
 - viii) To undertake all the duties assigned to the Treasurer by the Committee and Finance Committee or Sub-committee.
 - ix) To report on the financial status of the League and other relevant matters to the ordinary meetings of the Committee.
- e) Committee Members:

The duties of the Committee Members shall include:

- i) To attend all General and Committee Meetings.
- ii) To undertake all the duties assigned to the Committee Members by the Committee.

19. SUB-COMMITTEES

- a) The Committee may appoint Sub-committees which consist of any number of office bearers, members, or any other persons, who as specialists may be able to assist the cause of the League, whether or not they are directly associated with the League.
- b) A Sub-committee may be delegated any power to act.
- c) When appointing a Sub-Committee, the Committee shall clearly set out the terms of reference to be addressed by the Sub-committee. Such term of reference shall include:
 - i) The name of the Sub-committee.
 - ii) The names of the persons on the Sub-committee.
 - iii) A full description of the task to be addressed including any delegation of power to act.
 - iv) The date by which the final report shall be submitted.
 - v) The name of the Presiding Officer, if desired.
- d) No Sub-committee shall be appointed for a period that extends beyond the date of the next Annual General Meeting.
- e) The Committee shall, at its first meeting, consider all previously existing Sub-committees and their re-appointment.
- f) The Committee may repeal the appointment of any Sub-committee it has appointed.
- g) In the event that the Committee does not name the Presiding Officer of a Sub-committee with the terms of reference, that Sub-committee shall appoint its own Presiding Officer at its first meeting.

20. STANDING COMMITTEES

- a) Following the Annual General Meeting, the Committee shall address the appointment of Standing Committees for the current year.
- b) The Committee may retire and replace members of any Standing Committee as it sees fit.

SECTION 5 – FINANCIAL

21. FINANCE

League finances shall be administered and managed as set out hereunder:

- i) All moneys received shall be lodged for safe keeping with an ADI approved by the Committee.
- ii) Any funds deemed by the Committee as surplus to the League's immediate needs may be invested in a manner approved by the Committee.
- iii) All the financial transactions of the League shall be properly recorded.
- iv) Other than is provided for in Sub-section (ix) of this clause, all payments shall be made in a form approved by the Committee.
- v) All cheques, bills of exchange, bank drafts, authorities to pay and similar documents transferring the League's funds in any way shall be signed by at least two (2) signatories.
- vi) The ADI signatories shall be approved by the Committee from any of the office bearers as listed in paragraph 13 (c).
- vii) Only debts duly authorised by the Committee, either before or after the debt is raised, shall be paid.
- viii) No remuneration other than authorised expenses shall be paid to any member for services rendered in any capacity.
- ix) Small payments may be made from League petty cash in a manner approved by the Committee.

22. REGISTRATION FEES

- a) Registration Fees shall be assessed and recommended by the outgoing Committee prior to tabling fees to the Annual General Meeting.
- b) The Annual General Meeting shall fix the amount of the annual registration fee for each class of membership.
- c) Registration Fees shall be due and payable immediately after being fixed at the Annual General Meeting.
- d) If a member joins the League after the 1st January in any year, the registration fee for the remaining portion of the year shall be fixed at the discretion of the Committee.
- e) The Committee is empowered to prevent any member whose registration is in arrears from exercising the whole or any of the privileges of the League.

23. AUDITOR

- a) An Auditor shall be appointed at each Annual General Meeting. Such Auditor shall not be an officer of the League.
- b) Nominations for such office shall be taken at the Annual General Meeting.
- c) The Auditor shall have power at all times to examine the books and documents of the League and shall also, as soon as convenient after the close of each year, audit the Annual Accounts setting forth the financial business of the League since the beginning of the preceding financial year.
- d) The Auditor should address all their reports to the President who shall table all such reports for the preceding year to the Annual General Meeting.

SECTION 6 – GENERAL

24. CERTIFICATES OF MERIT

The Committee may award Certificates of Merit to a person who:

- a) Has given outstanding and meritorious service to the League as an official, administrative officer or competitor.
- b) Assisted the League in any substantial way.
- c) Acted in a way that has been of significant value to the League.

Names may be submitted to the Committee prior to 30th April each year and any awards shall be announced at the Annual General Meeting of the League.

Life Members may also be awarded Merit Certificates.

A person may be awarded more than one Certificate.

25. DELEGATES AND PROXIES

The Delegates and Proxies to any entity, which the League is a member or has, a right to representation shall be appointed by the Committee.

26. HONORARY SOLICITOR

The Committee may appoint one or more Honorary Solicitors upon such terms and conditions as it may decide.

27. NOTICES

- a) Notices of general meetings of the League shall be given to all members in writing which shall advise them of the day, date, time and place of the meeting.
- b) Notices of ordinary meetings of the Committee shall be forwarded in writing to the person to whom notices are required to be dispatched by a recognised postage, messenger service, by e-mail, or by personal delivery by a nominated member of the League. All notices shall advise of the day, date, time, and place of the meeting and shall include an agenda containing the business to be transacted thereat, will be deemed to have been received at noon two (2) days after the date upon which notices were dispatched. A written record shall be kept of the date and time, method of communication of the dispatch of all such notices.
- c) Notices of urgent meetings of the Committee may be given by telephone, or e-mail address provided by the member to whom the notice is being given. All notices shall advise of the day, date, time and place of the meeting and shall include an agenda containing the business to be transacted thereat. A written record of the date, time and method of communication and, if telephone is used, the person given the notice.
- d) The failure to receive a notice by a member shall not render any meeting for which a notice was sent, void.

- e) The required notice for meetings, the person or group who shall call the meeting and the person responsible to forward the notice of the meeting are set out hereunder:
- i) Annual General Meeting:
 - a) Subject to this Constitution, the date, time and place of the Annual General Meeting will be decided by the Committee.
 - b) The Secretary shall forward the notices of meetings.
 - c) Notice of not less than twenty-one (21) days shall be given to all members.
 - ii) Special General Meeting:
 - a) Subject to this Constitution, the date, time and place of a Special General Meeting shall be decided by the Committee.
 - b) The Secretary shall forward the notices of meetings.
 - c) Notice of not less than fourteen (14) days shall be given to all members.
 - iii) Management Committee:
 - a) Subject to this Constitution, the date, time and place of an Ordinary Committee Meeting shall be decided by the Committee or in the case of an urgent meeting, by the President.
 - b) The Secretary shall forward the notices of meetings.
 - c) Ordinary meetings- Notice of not less than seven (7) days shall be given to all office bearers.

Urgent meetings- Notice of not less than one (1) day shall be given to all office bearers.
 - iv) Standing Committees and Sub-committees.
 - a) The date, time and place of a meeting of a Standing Committee, or Sub-committees shall be decided by the Presiding Officer of the relevant committee.
 - b) The Presiding Officer or Secretary shall forward the notice of meetings.
 - c) Notice of not less than seven (7) days shall be given to all members of the relevant Standing Committee or Sub-committee.

28. QUORUMS

The quorums at League meetings shall be:

- i) General Meetings:
18 members.
- ii) Committee:
Fifty Percent (50%) of the Committee.
- iii) Standing Committees:
First whole number above half the members of the Standing Committee.
- iv) Sub-committees:
Two Sub-committee members.

29. VOTING

- a) All members aged 16 years or more may vote at a General Meeting (excluding Associate members)
- b) Members attending General Meetings may abstain from voting.
- c) Regardless of the number of offices held by any member of the Committee, they may only exercise one vote at any meeting of the Committee.
- d) Members of all League Standing Committees or Sub-committees may cast one vote only, provided they are members of the Standing Committee or Sub-committee meetings at which they are in attendance. Abstention is permitted.
- e) In the event of tied voting at any meeting of the League, other than a General Meeting, the President shall have the casting vote.
- f) At a General Meeting of the League, a resolution shall require a two-thirds majority to be passed.
- g) In the absence of the President, the Presiding Officer shall be appointed by the outgoing Management Committee.
- h) In the event of tied voting during the election or appointment of a person or a member to a position or positions in the League, the Presiding Officer will have the deciding vote.

30. MINUTES

- a) Minutes shall be taken and kept of the proceedings of all meetings held under the jurisdiction of the League.
- b) All proceedings at any meeting of the League shall be recorded by the Secretary and in the event of the absence of the Secretary, the Committee shall appoint a member of the Committee to record the minutes.
- c) Minutes shall comprise of a:
 - i) Record of those present with voting rights and any other persons present at the meeting and if not present for the whole meeting the time they arrived at and/or left the meeting as the case may be.
 - ii) Record of all motions placed before the meeting and whether they were carried or lost.
 - iii) Record of all recommendations made to the Committee.
- d) Copies of the minutes shall be available within 21 days to all members entitled to be present at the subject meeting together with a copy to the Secretary.
- e) At the commencement of every meeting, the minutes of the previous meeting shall be read or taken as read, at the discretion of those present and when resolved to be true and correct record of the meeting.
- f) The official record of the minutes of all meetings of the League shall be taken and kept by the Secretary in a manner and form prescribed by the Committee.

31. DELEGATION

The Committee may delegate any of its powers and duties to any Officer, Standing Committee or Sub-committee of the League with or without conditions provided the following powers and duties shall not be delegated:

- a) The sale, lease, rental, or purchase of property whether real or personal.
- b) The raising of loans and mortgages.
- c) The approval of expenditure.
- d) The setting of a registration fee or levy.

The Committee may rescind a delegation at any time.

32. PUBLIC OFFICER

- a) The League shall have a Public Officer.
- b) The Secretary or some other person appointed by the Committee shall be the Public Officer of the League.
- c) The appointment of the Secretary or a minute of the Committee shall constitute appointment as the Public Officer.

33. SIGNATORIES

The Signatories for the League shall be decided:

- a) At the first meeting of the Management Committee.
- b) Shall be required to be an Office Bearer.

34. SEAL

- a) The League shall have a Common Seal.
- b) The Common Seal shall only be affixed to a document pursuant to a Resolution of the Committee.
- c) Any two of the office bearers shall witness the affixing of the Common Seal to any document.
- d) The Secretary in a manner prescribed by the Committee shall keep a register of the use of the Common Seal.

35. EMPLOYEES

- a) The Committee may employ such persons as may be deemed necessary to carry out the objects, duties and obligations of the League and all such employees shall be engaged under terms and conditions set down by the Committee.
- b) All employees of the League shall be paid all the statutory entitlements for which they are qualified.
- c) The Committee may discharge any employee provided such dismissal is undertaken in accordance with all industrial principles recognised at the time of dismissal.

36. INDEMNITY

- a) Every office bearer will be indemnified out of the property of the League against any liability incurred by him/her in that capacity in defending any proceedings, whether civil or criminal, in which judgment is given in his/her favour or in which he/she is acquitted.
- b) Every person who is or has been an officer of the League (and their administrators or executors) will be indemnified out of the property of the League from and against all costs, losses and expenses which that person properly incurred or became liable to pay by reason of any contract entered into or other act or thing done in the discharge of that person's duties on behalf of the League.
- c) The League shall obtain and maintain appropriate insurance cover of officers, executives, and employees of the League for all risks including professional and officers' indemnity cover.

37. BY-LAWS AND REGULATIONS

The Committee may make, alter, amend, or repeal By-laws and Regulations for the efficient management and control of the League.

All By-laws and Regulations shall be entered by the Secretary in a book to be kept for the purpose and be available for inspection by the members.

Notice must be given to the members of any proposal to make, alter, amend, or repeal any By-law or Regulation. Such notice shall be posted on the League's office Notice Board and shall give the members at least fourteen (14) days to place a submission before the Committee in relation to the proposal.

No By-law or Regulation may be made, altered, amended or repealed unless each member of the Committee has been given at least seven (7) days' notice of the proposal and any submission received from members in relation to the proposal.

38. AMENDMENTS TO THE CONSTITUTION

- a) This Constitution may be altered, added to, amended, or repealed by the passage of a resolution with two-thirds majority of voting members present at a General Meeting provided notice of the proposed addition, alteration, additions, amendment or repeal shall have been given to all members with the required notice of meeting.
- b) No substantial additions, amendments, alterations, additions, or repeals to the advised proposal shall be accepted by the person presiding over the General Meeting or carried by such meeting unless five (5) day's written notice thereof shall have been given to the members of the alternative addition, amendment, alteration, or repeal.
- c) A copy of the proposed addition, alteration, amendment, or repeal of the Constitution shall be delivered to the Secretary at least twenty-eight (28) days before such meeting who shall insert the proposal in the notice convening the meeting at which such proposed addition, amendment, alteration, or repeal is to be considered.

39. WINDING UP THE LEAGUE

- a) The League may be wound up or dissolved only at a Special Meeting called for that purpose and the passage of a special resolution to wind up or by such other legal processes set out in the Act.
- b) If upon winding up or dissolution there remains after the satisfaction of all debts and liabilities any property whatsoever, such property shall not be paid or distributed among the members but shall be distributed to such other body or bodies in South Australia having similar objects to the League or to such charitable body or bodies in South Australia which prohibit the distribution of its income and property among its members as the Special Meeting shall determine.

