



NORTH HUON CRICKET CLUB WARRIORS RULES AND CONSTITUTION

Signed

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President

Secretary

(Date)

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1 Name.

The name of the club shall be the North Huon Cricket Club.

2 Objects.

The objects of the club shall be the promotion and advancement of cricket within its boundaries.

3 Affiliation.

The club shall be affiliated to an Association by a general vote at the Annual General Meeting.

4 Boundaries.

The boundaries of the club shall be those as, and if, set by the Association it is affiliated to, in accordance of the Rules and Constitution of that Association.

5 Membership.

Membership of the club shall be open to all persons residing within the boundaries of the club and such other persons as may be eligible for membership in accordance with the Rules and Constitution of the Association which the club is affiliated to.

6 Financial Year.

Each financial year of the club shall begin on July 1 and end on June 30 of the following year.

7 Annual General Meeting.

- a. The club is to hold an annual general meeting each year.
- b. The annual general meeting is to be held on any day (being no later than 3 months after the close of the financial year of the club) the club determines.
- c. The annual general meeting is to be in addition to any other general meetings that may be held in the same year.
- d. At least 14 days notice of the place, date and time of the meeting shall be given by the secretary by way of advertisement published in a newspaper distributed within the boundaries of the club.
- e. The notice convening the annual general meeting is to specify the purpose of the meeting.
- f. The ordinary business of the annual general meeting is to be as follows:
 - i. to confirm the minutes of the last preceding annual general meeting;
 - ii. to receive from the committee, auditor and servant of the club, reports on the transactions of the Association during the last preceding financial year;

- iii. to elect the officers of the Club and the ordinary committee members;
- iv. to appoint the auditor;
- v. to determine the remuneration of servants of the club;
- vi. to determine trophy qualifications;
- vii. to determine the amount of subscriptions for that financial year;
- viii. to vote on affiliation to an Association for that financial year;
- g. The annual general meeting may transact special business of which notice is given in accordance with these rules.

8 Special General Meetings.

- a. The committee may, whenever it thinks fit, convene a special general meeting of the club.
- b. The committee shall, on the requisition in writing to the president or secretary of not less than 10 members of the club, convene a special general meeting of the club. Any such requisition shall carry the signatures of the requisitionists and shall state the objects of the meeting.
- c. Notice of a special general meeting shall be given in accordance with 7 (Annual General Meeting) above.
- d. If the Committee, upon receipt of a requisition under (2) above does not call a special general meeting within 21 days, the requisitionists, or any of them, may convene the meeting, provided notice is given in accordance with 7 (Annual general meeting) above, and provided that any such meeting not be held more than 3 months from the date of the deposit of the requisition with the president or secretary.

9 Quorum.

- a. No item of business shall be transacted at a general meeting unless a quorum of members entitled to vote is present during the time when the meeting is considering that item. 15 members personally present (being members entitled under the Rules and Constitution of the Club to vote thereat) shall constitute a quorum for the transaction of the business of a general meeting.
- b. If, within an hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting, if convened upon the requisition of members, shall be dissolved; and in any other case it shall stand adjourned to the same day in the next week, at the same time and at the same place.

10 Voting.

- a. Questions put to any general meeting shall be decided by a simple majority of members present, except that a two-thirds majority of members present shall be required to carry any alteration, addition or deletion to the Rules and Constitution of the club, and to remove an officer or other member from office.

- b. Persons who were financial members of the club during the previous financial year shall be eligible to vote at annual general meetings, or any special general meeting called after the end of the financial year and prior to the annual general meeting.
- c. Only persons who are financial members of the club for the current financial year shall be eligible to vote at special general meetings called after the annual general meeting.
- d. Each member eligible to vote is entitled to one vote only. In the event of an equality of votes for and against any question, the question shall be in the negative.

11 Officers.

The officers of the club shall be a president, a vice-president, a secretary, a bar manager, a public officer, and assistant secretary, if required, and a treasurer. These positions shall be filled annually by members voting at the annual general meeting. An annual general meeting also may elect a person to the position of patron provided that person/s holding such positions shall not be an officer of the club and need not be a financial member.

12 Committee.

The club shall have a committee, which shall comprise the officers of the club and not less than three, nor more than seven, other members elected annually at the annual general meeting.

13 Removal from Office.

A special general meeting of members may, by resolution to that effect and by a two-thirds majority vote of members present, remove any officer or other committee member from his/her position and, if such action is taken, elect a member to fill the position until the next annual general meeting.

14 Vacancies.

Any vacancy occurring as a result of the death or resignation of an officer or other committee member (except removal under 13 above) during that person's term of office shall be filled by appointment by the committee. The person so appointed shall serve in that position until the next annual general meeting. The committee may, in the event of the temporary absence through illness or some other reason of an officer or other committee member, appoint a person to act in the absent member's position.

15 Committee Meetings.

The committee shall meet from time to time as required. A quorum of the committee shall consist of no less than half the members of the committee plus one.

16 Authority.

- a. Supreme authority of the club shall lie with members voting at a general meeting.
- b. Management of the affairs of the club shall be the responsibility of the committee, acting in accordance with the Rules and Constitution of the club and decisions of general meetings.

17 Finance.

- a. The club shall use the funds available to it only to further the objects of the club and only on the authority of a decision of a general meeting of members or a decision of a meeting of the committee.
- b. The accounts of the club shall be operated by the officers of the club, with any two of those officers to sign all cheques, withdrawals or documents drawing on club funds. Where any two of these officers consider it necessary to make payments without a prior decision of the committee, such payments shall subsequently be notified to the committee for ratification.

18 Duties.

- a. The president shall chair all general meetings of the club and all meetings of the committee.
- b. The vice-president shall, in the absence of the president, chair any general meeting or any meeting of the committee.
- c. Should both the president and the vice-president be absent, members present at a general meeting or committee meeting shall elect one of their number to take the chair for that meeting.
- d. The secretary shall make and preserve correct minutes of the proceedings of all general meetings and meetings of the committee and shall produce the same when required by any member at a general meeting or any committee member at a meeting of the committee. The secretary shall maintain a list of names of all members and a list of the names of all members registered as players in accordance with the Rules and Constitution of the Association the club is affiliated to.
- e. The assistant secretary (if there is one appointed) shall assist the secretary in the performance of his/her duties.
- f. The treasurer shall maintain a record of all receipts into and payment from club funds. The treasurer shall prepare for, and present to, each annual general meeting an income and expenditure statement for the previous financial year and a statement of accounts for that year. The treasurer shall prepare for and present to, any special general meeting an income and expenditure statement and a statement of accounts as at the close of business on the day of the meeting should such statements be demanded by the requisition for that meeting.

19 Service Award.

A quorum of the committee may nominate a member of the club for a Service Award if the member has given 5 years of outstanding service to the club. The committee will determine if the nominee shall receive the award. The committee may, under special circumstances, consider a member with less than 5 years of service to the club as a nominee.

20 Life Membership.

Life Membership shall be conferred to those members that have undergone the process as set out in Appendix A Life Member Guidelines.

21 Annual Subscription.

The amount of the annual subscription for a financial year shall be set at the annual general meeting held in that financial year, provided that a subsequent special general meeting in that financial year may alter the amount previously set.

22 Discipline.

The committee has authority to discuss and impose discipline where necessary.

23 Sub-Committees.

The NHCC's executive committee shall have the authority to appoint sub-committees and officers and establish specific jurisdictions and regulations to further the NHCC's social, financial, sporting and community interests (ie. fundraising and other sports teams).

Appointed sub-committees and officers are responsible to the NHCC committee for all operations associated with their specific function. They must adhere to and conduct all of their business in accordance with directives as issued under the auspices of the NHCC executive committee.

Any person or persons appointed to a sub-committee must be a financial member of the NHCC. The Chair of the sub-committee is to report their proceedings to the committee at each monthly committee meeting.



Appendix A

North Huon Cricket Club

Life Member Guidelines

These criteria have been developed to assist the Committee of the day in its deliberations upon awarding a member of the Cricket Club the honour of Life Membership.

Minimum service levels must be achieved **to be considered** for life membership, refer to Appendix.

Life Membership will also **be considered** with these other guidelines:

1. The contribution of service must be considered to be outstanding and beyond the call of duty.
2. A Nominee must not have, at any time during their period of service, brought themselves or the name of the Club into disrepute.
3. A nominee must have supported the club financially by paying member dues by the date set out by the Committee during their tenure.
4. The Nominee must not be seen to have actively pursued or promoted their nomination.

Process for Life Membership:

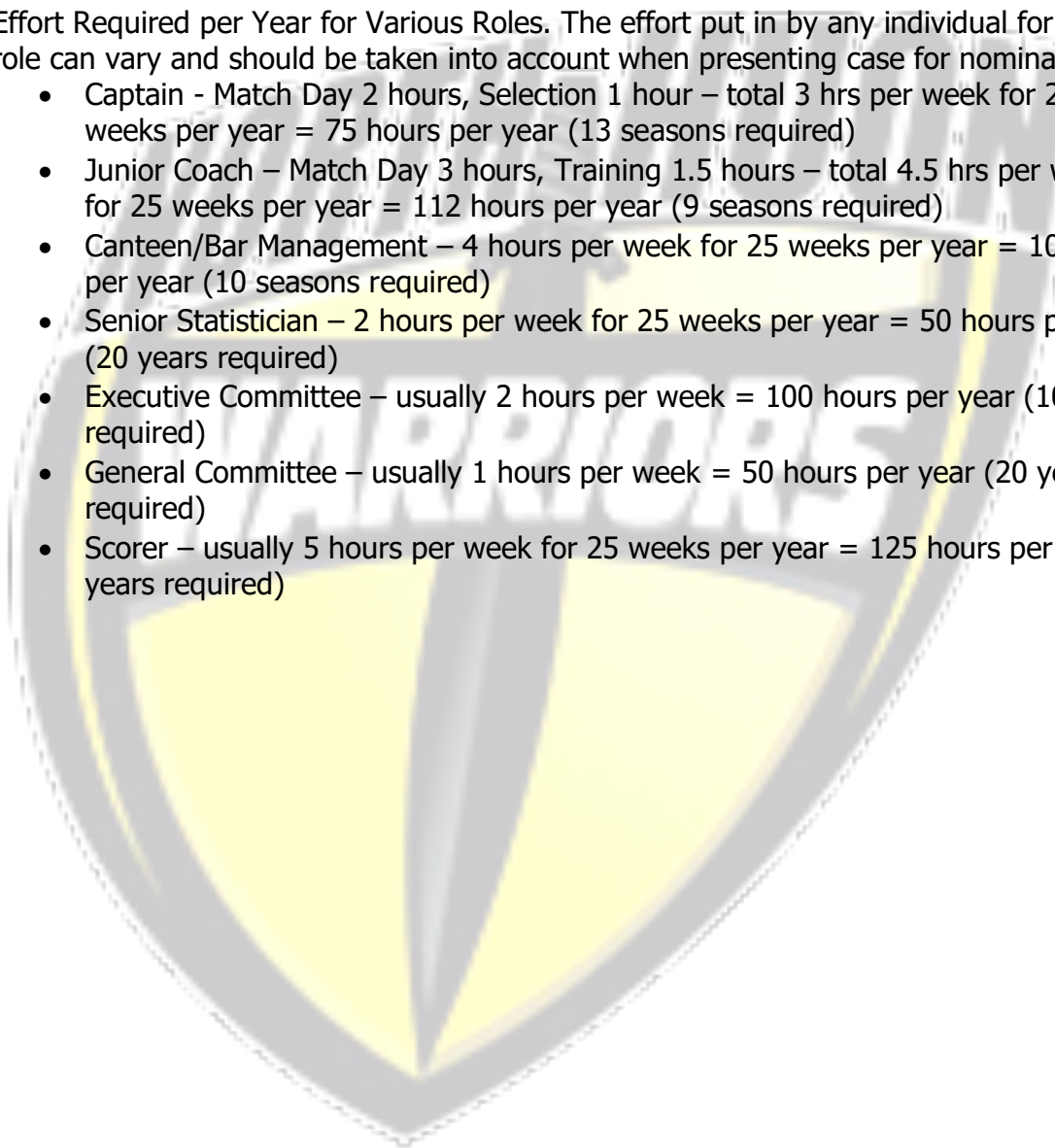
1. A nomination for life membership must be in writing setting out as much detail as possible the nominee's contribution and level of service to the Club, see attached Nomination Form.
2. Nominations must be discussed with a minimum of 2 preferably 4 existing life members who have maintained contact with the club over the nominee's period of service.
3. Nominations can be tabled at any ordinary committee meeting of the club but cannot be ratified at the same meeting.

Minimum service levels must be achieved **to be considered** for life membership

1. For services on the field:
 - a. 300 games, All senior grades (approx. 16 seasons as a minimum)
2. For services off the field:
 - a. Usually 10+ years of service, 5 years in extraordinary cases
 - b. Service given should relate to a **minimum** of 1,000 hours (equivalent to working for the club in a voluntary capacity for half a full year using a 40 hour week).

Effort Required per Year for Various Roles. The effort put in by any individual for each role can vary and should be taken into account when presenting case for nomination.

- Captain - Match Day 2 hours, Selection 1 hour – total 3 hrs per week for 25 weeks per year = 75 hours per year (13 seasons required)
- Junior Coach – Match Day 3 hours, Training 1.5 hours – total 4.5 hrs per week for 25 weeks per year = 112 hours per year (9 seasons required)
- Canteen/Bar Management – 4 hours per week for 25 weeks per year = 100 hours per year (10 seasons required)
- Senior Statistician – 2 hours per week for 25 weeks per year = 50 hours per year (20 years required)
- Executive Committee – usually 2 hours per week = 100 hours per year (10 years required)
- General Committee – usually 1 hours per week = 50 hours per year (20 years required)
- Scorer – usually 5 hours per week for 25 weeks per year = 125 hours per year (8 years required)





North Huon Cricket Club Life Member Nomination Form

Nominee Details

Surname

Given Name

Nominees On-Field Service Record

First XI Games

All Games

Nominees Off Field Service Record (give number of years of service in each role)

Captain

Bar Manager

Canteen Manager

Scorer

Statistician

Junior Coach

Exec Committee

Gen Committee

Other

Other Roles Held and Tenure

Supporting Evidence and Description of Outstanding Service

Nomination By:

Members Name

Members Signature

Date

Seconded By:

Members Name

Members Signature

Date