

# YANCHEP UNITED FOOTBALL CLUB INC.

## CLUB CONSTITUTION



Louise Purton  
Club President

04/08/2020



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Club Secretary

04/08/2020

### Revisions

Date	Description of update	Section	By	Signature
04/08/2020	Full review and update	All	Shaun Parkin	<i>Shaun Parkin</i>

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## 1.0 **NAME**

1.1 The name of the organisation shall be Yanchep United Football Club inc. (hereafter Referred to as Yanchep UTD).

## 2.0 **CLUB COLOURS**

2.1 Yanchep UTD, colours shall consist of Claret and Blue, with an emblem of two Kangaroos and a ball.

## 3.0 **COMMON SEAL**

3.1 The Club does not now require holding a common seal due to digitally stored and sent information

## 4.0 **HOME GROUNDS**

4.1 The home ground of Yanchep UTD is St Andrews Park & Splendid Park, Yanchep, WA.

## 5.0 **CLUB CULTURE AND VALUES**

5.1 Yanchep UTD welcomes families, parents, spectators, players, supporters and children as valued members of a family friendly orientated club. Yanchep UTD values honesty, integrity, loyalty and people willing to assist in the professional development and operation of the club.

## 6.0 **AIMS**

6.1 Yanchep UTD shall be a non-profit organisation

6.2 The aims of Yanchep UTD are:

- a) To promote the playing of sport.
- b) To promote, manage, develop, control and encourage the game of football within Yanchep and the surrounding areas.
- c) To provide a safe physical playing environment.

- d) To provide a fun and socially engaging atmosphere for players, volunteers and other spectators.
- e) To teach the principles of teamwork, good sportsmanship and fair play.
- f) To provide and support teams to compete in Football West leagues and cups, and abide by the rules, regulations and by-laws that exist at the time, set down by the relevant Governing Bodies.
- g) The assets and income of Yanchep UTD shall be applied solely in the furtherance of its aims, as set out in section 6.0 of this constitution. No portion of the assets or income of Yanchep UTD shall be distributed directly or indirectly to the members of Yanchep UTD, except as bona fide compensation for services rendered or expenses incurred on behalf of Yanchep UTD.

## 7.0 CUSTODY AND INSPECTION OF RECORDS

- 7.1 The custody of records, documents and securities of Yanchep UTD remains that of Yanchep UTD at all times and not of any member of the association. Yanchep UTD's records, books, documents and securities can be inspected upon request by any member of the association.

## 8.0 MEMBERSHIP

- 8.1 Membership is open to any person who supports the objectives of Yanchep UTD; and is willing to abide by the rules, regulations and bylaws of Yanchep UTD and all bodies governing Yanchep UTD that exist at the time.
- 8.2 The memberships will fall into the following categories:
  - a) Registered members - playing.
  - b) Registered junior members - playing
  - c) Registered members - non playing.
  - d) Life members.
  - e) Temporary members (visiting affiliates associated with an opposing team or Football West).
- 8.3 Club membership will be for 1 calendar year only and requires renewal. Club members shall be informed by the Registrar of the renewal process.

- 8.4 Yanchep UTD has the right to refuse any membership application.
- 8.5 A person shall be considered a member if:
- a) They have completed a membership process, as specified by the committee, and
  - b) They have paid a membership fee, and
  - c) The membership form is received by the Secretary, or in his or her absence, by another member of the committee as selected by the committee.
- 8.6 A person under the age of 18 years will be signed as a junior member. Junior members shall have no voting rights nor be entitled to hold any appointments of office. Junior members will not be served alcohol on club premises.
- 8.7 Any person applying for the first time as a registered member of Yanchep UTD must first be duly nominated with proper notice being given to all existing registered members of the club, with subsequent election by the general body of members forming the committee.
- 8.8 All applications shall be posted on the notice board of the club for a period of not less than seven days before election, provided also that an interval of not less than two weeks shall elapse between nomination and election.
- 8.9 All classes of membership to Yanchep UTD is limited to the capacity as dictated by all compliant legislative conditions and licensing authorities. This is inclusive to Guests, Temporary members as well as any associated affiliates of the club.
- 8.10 **Guests:**
- 8.10.1 No member may introduce more than five (5) guests to the club premises at any one time (section 48(4)(b) of the Act).
- 8.10.2 A guest shall not be supplied with liquor in the club premises except on the invitation and in the company of the member.
- 8.10.3 A guest shall be supplied with liquor to be consumed on the club premises only.
- 8.10.4 The member introducing the guest shall be responsible for the proper conduct of the guest whilst on club premises.
- 8.10.5 Any person who has been refused membership of the club, or who shall be under suspension or expulsion from the club, shall not be admitted as a guest of any member of the club.
- 8.10.6 A member may, at their expense and with approval of the club committee, supply liquor to guests, without limitation as to number, at a function held by or on behalf of that member, at the club premises.

8.11 A person who is on any day visiting the club as a member or an official member of another club – that is to engage in a pre-arranged event with the host club conducted for the purposes of one of the host club’s principal objects; or that is to hold a pre-arranged function at the host club involving the use of the host club’s sporting facilities, may, for the purposes of this Act, be taken to be a person who is accorded temporary membership of the host club on that day in accordance with rules approved by the Director of Liquor Licensing.

## 9.0 REGISTER OF MEMBERSHIP

9.1 Yanchep UTD will establish and maintain an up to date register of all members of the club, with voting rights. The register will specify the name and contact details of each person, including the date on which the person became a member.

9.2 Upon request of a member, the register shall be made available for the inspection of the member and the member may make a copy of or take an extract from the register.

9.3 The Club shall keep an up to date register of members in respect to each class of membership. This register will be continually available for inspection; this register is available by contacting the Club Secretary at [yanchepfc@hotmail.com.au](mailto:yanchepfc@hotmail.com.au) or by phoning the number on the Clubs web site

9.4 The Secretary must remove the name of a person who dies or who ceases to be a member from the register of members

## 10.0 MEMBER FEES

10.1 As membership falls into categories of playing, and non-playing, member’s fees shall be determined as follows:

- a) Registered playing members shall pay an annual fee, determined by Yanchep UTD Management Committee, prior to their first competitive game of the season.
- b) Registered non-playing members shall pay an annual fee, determined by Yanchep UTD Management Committee, prior to any involvement in any activity of Yanchep UTD.

10.2 All due membership fees are required for payment in advance of the defined subscription period.

10.3 A discount of \$50 shall be deducted if a parent registers more than one child (under 18) or if a mother/father plays in the senior set up and has playing children, this discount applies to each additional child and is applicable for each member after the initial full payment

10.4 Refunds are issued in accordance the Clubs refund policy; refer to the YanchepFC web site

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#### 11.0 **LIFE MEMBERSHIP**

11.1 A life member is a member who has been elected as a life member by the Yanchep UTD Management Committee AGM in its absolute discretion, after at least \*5 years' service and has gone above and beyond in assisting the Club and its Committee

\*unless there is a case for exceptional commitment.

11.2 A life member shall have all the rights of a registered member-non playing, but shall not be required to pay an annual registration fee.

#### 12.0 **CESSATION OF MEMBERSHIP**

12.1 A person ceases to be a member, and terminates all rights, privileges or obligations of being a member, of Yanchep UTD if the person:

- a) Dies.
- b) Resigns membership, by way of written notification.
- c) Fails to pay the nominated annual fee for membership.
- d) Is expelled from Yanchep UTD.

12.2 Membership is not transferable to another person.

#### 13.0 **NON DISTRIBUTION TO MEMBERS**

- 13.1 Yanchep UTD's income and assets must be used solely to provide the club's objectives as stated in Section 6.
- 13.2 Yanchep UTD must not pay or distribute any profits, income or assets to the members. This does not prevent Yanchep UTD paying in good faith:
- a) Reasonable remuneration to a member or other persons for services rendered to Yanchep UTD.
  - b) for goods supplied to Yanchep UTD.
  - c) Reasonable interest on money lent by a member of Yanchep UTD, out of pocket expenses incurred by a member on behalf of Yanchep UTD subject to approval by a majority of Yanchep UTD Management Committee.

#### 14.0 **DISCIPLINE**

- 14.1 Members must not remove or damage any club property without the written permission from the Yanchep UTD Management Committee. Any damage caused by a member may be assessed by the Yanchep UTD Management Committee, and that member will be liable to immediately pay the amount assessed to repair damage incurred to the club.
- 14.2 To protect the image and reputation of Yanchep UTD and the decorum of the club premises, Yanchep UTD Management Committee may from time to time establish codes of conduct and/or disciplinary procedures. Any such codes or procedures established by the Yanchep UTD Management Committee will be made available for inspection by members and will be binding on the members.
- i) Members are not permitted to post negative, damaging, defamatory or disrespectful comments regarding the Club, its members or its committee on any social media platform (refer to the code of conduct)
- 14.3 If the conduct of a member infringes the code of conduct in place at that time, then any member of Yanchep UTD Management Committee may convene a special meeting of Yanchep UTD Management Committee to consider suspending the membership of that member until the next occurring Yanchep UTD Management Committee meeting.
- 14.4 The Yanchep UTD President or Secretary, as the Yanchep UTD Management Committee representatives, must accept a written complaint made by any person regarding any member of Yanchep UTD at a club activity. The Yanchep UTD Management Committee representative will make an initial assessment.
- 14.5 Behaviour which will result in disciplinary action includes, but is not limited to, where a member;



- a) Has persistently refused or neglected to comply with a provision or provisions of Yanchep UTD or bylaws.
- b) Has persistently and wilfully acted in a manner prejudicial against the interest of Yanchep UTD.
- c) Has failed to comply with the Code of Conduct of Football West.
- d) Has failed to comply with the Code or Procedures of Yanchep UTD.
- e) Has failed to comply with the protection policy of Yanchep UTD.
- f) Has deliberately or recklessly endangered other members.

14.6 Should the Yanchep UTD Management Committee representative determine that the member does not have a case to answer then, they will file a report to the next Yanchep UTD Management Committee meeting for ratification.

14.7 Should the Yanchep UTD Management Committee representative determine that the member has a case to answer, and then the following disciplinary procedure shall be followed:

- a) Notify the member concerned of the complaint within 7 days of the complaint being received and,
- b) Give the member at least 14 days from the time of the notice is served within which to make submissions to the Yanchep UTD Management Committee in writing only  
  
(emails will be accepted), in connection with the complaint.
- c) If the member fails to respond to the notice then the complaint may be heard and dealt with and the Yanchep UTD Management Committee may decide on the evidence before it, the member's absence notwithstanding, but having regard to any representations, which may have been made to it in writing by the member charged.

14.8 If after considering the complaint, and any submissions made in connection with the complaint, and the Committee are satisfied that the facts alleged in the complaint have been proven, the Committee have power to:

- a) Caution and/or reprimand the member. In the event of a caution or reprimand, the Regional body is informed.
- b) Fine the member any sum determined by the Committee.

- c) Suspend the member from Yanchep UTD for any period, including for life, as the Committee determines.
  - d) Request the member to resign his or her membership and, if such member does not resign in 7 days, may expel the member from membership.
- 14.9 The decision as to the guilt, or otherwise, of a member, and the appropriate sanction shall be determined by ballot and shall require votes from not less than 50% of the Yanchep UTD Management Committee present and voting at the meeting.
- 14.10 No motion by the Yanchep UTD Management Committee to reprimand, suspend, or expel a member shall be deemed to be passed unless 65% of the members of the Yanchep UTD Management Committee present in person vote in a ballot in favour of such motion.
- 14.11 Any decision of the Yanchep UTD Management Committee on such a hearing shall be final and the Committee shall not be required to assign any reason for its decision.
- 14.12 Yanchep UTD acknowledges that, under certain circumstances, members may have the opportunity to refer the allegation to one of Yanchep UTD's Governing Bodies. In this particular circumstance, on written advice of this occurring, Yanchep UTD will suspend its decision pending its outcome. Yanchep UTD Management Committee may then reconsider its position on the incident.
- 15.0 **RESOLUTION OF DISPUTES**
- 15.1 Resolution of disputes between members will, in the first instance, be resolved at the closest possible source (for example the Coach or Yanchep UTD Management Committee member)
- 15.2 In the event the dispute is unable to be resolved at this level it will be escalated to the Yanchep UTD Management Committee, in writing within 7 days, for consideration and resolution, as set out in section 14. The Yanchep UTD Management Committee's decision will be absolute.
- 16.0 **CLUB PROTECTION POLICIES**

- 16.1 Yanchep UTD shall adopt and/or develop policies, strategies and guidelines for the protection of all members from discrimination, harassment and child protection, as required by Law and Governing Bodies.
- 16.2 Yanchep UTD shall provide and support clear processes and procedures for handling and resolution of any complaint as laid out in this document.
- 16.3 Yanchep UTD shall not knowingly allow any person deemed to be a 'prohibited person' or a 'registered person' to work in the club in any capacity.
- 16.4 All Office Bearers, Coaches, Assistant Coaches, and any other Volunteers working on behalf of Yanchep UTD shall:
- a) Complete any form by Law for the protection of children, or by the Governing Bodies, or as deemed necessary by the Committee.
  - b) Agree to abide by and enforce any and all codes of conduct, anti-discrimination, and/or protection policies adopted by Yanchep UTD.
- 16.5 Failure to comply with the completion of any form required in section 16.4 will render the person ineligible to work in any capacity within Yanchep UTD. Yanchep UTD does not require assessment by a discipline committee for someone to be unable to work for the club.
- 16.6 Yanchep UTD shall maintain records of all distribution of information processes relating to all protection policies.
- 16.7 Yanchep UTD shall maintain accurate and detailed records of all matters relating to the handling of any complaint arising as a result of incidents relating to any of the protection policies.
- 16.8 Yanchep UTD shall review the policies, strategies and guidelines for the protection of all members from discrimination, harassment and child protection on an annual basis. This review shall consider content, ACT alterations and legal updates, as well as implementations, facilitation and complaint processes.
- 17.0 **ANNUAL GENERAL MEETINGS**
- 17.1 With the exception of the first Annual General Meeting (AGM) of Yanchep UTD, Yanchep UTD must at least each calendar year and within a period of 4 months after the expiration of

each financial year of Yanchep UTD must convene an AGM of its members. The AGM shall be held as such time and place as may be determined by the Committee.

17.2 The business of the AGM will be:

- a) Confirmation of Minutes of the previous AGM.
- b) Presentation of the annual financial report.
- c) Election of Office Bearers and Committee (Refer to Section 22.0 & 23.0).
- d) Award of Special Services and Life Membership.
- e) To deal with any other business which due notice has been given.
- f) General Business.

## 18.0 **GENERAL MEETINGS**

18.1 Meetings other than the AGM shall be called General Meetings (Committee Meetings)

18.2 The Yanchep UTD Management Committee may, whenever it considers fit, call and arrange to hold a general meeting of the club.

18.3 A general meeting may be called by the members upon receipt of a requisition stating therein the object of the meeting and signed on behalf of not less than one-sixth (1/6) of the Yanchep UTD Management Committee. General meetings called under this clause shall be called within twenty eight (28) days of receipt of such a requisition and not less than fourteen (14) days notice shall be sent to all Yanchep UTD members.

18.4 Yanchep UTD Management Committee meetings must be held at regular intervals of no greater than once a month, at such a place and time as the Yanchep UTD Management Committee may determine. The President may at any time, and the Secretary upon the request of not less than two

(2) members of the Committee, convene a meeting of the Yanchep UTD Management Committee.

18.5 All general meetings will have minutes taken and be provided for review and endorsement at the next general meeting.

## 19.0 PROCEDURES FOR MEETING

19.1 Except if the nature of the business proposed to be dealt with at a general meeting requires special resolution of Yanchep UTD, the Secretary must at least 14 days before the date fixed for holding of the general meeting, give notice to each member specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.

19.2 If a special resolution is to be proposed at the meeting – set out an intention to propose the special resolution and state the resolution.

19.3 For purpose of these Rules, a notice may be served on or given to a person;

- a) By delivery to the person personally.
- b) By sending it by pre-paid post to the residential or postal address of the member.
- c) By sending it by facsimile transmission or some other form of electronic transmission, such as email, to an address specified by the person for giving or serving the notice.

19.4 When a notice is sent under section 19.3, sending of the notice will be deemed to be properly effected if the notice is sufficiently addressed and posted to the member concerned by ordinary pre-paid mail (or electronic mail).

19.5 A member desiring to bring any business before a general meeting may give notice in writing of that business to the Secretary, who must include that business in the next notice calling a General Meeting given after receipt of the notice from the member.

19.6 Oral or written notice of an additional meeting of the Yanchep UTD Management Committee must be given by the Secretary to each member of Yanchep UTD Management Committee at least 24 hours (or such other period as may be unanimously agreed on by the members of the committee) before the time appointed for the holding of the meeting.

## 20.0 MEETING VOTING AND DECISIONS

20.1 Every question submitted to a meeting other than a Special Resolution shall be decided by a simple majority of votes from those members present and voting and counted on a show of hands (unless a poll is demanded) in which case a majority of the votes in the poll.

- 20.2 Five (5) members who being eligible to vote are present at the meeting may demand a poll.
- 20.3 If a poll is demanded it shall be taken in such a manner and either at once or after the interval or adjourning or otherwise as the Chairperson directs and the result of the poll shall be the resolution of the meeting at which the poll was demanded, but a poll demanded on the election of the chairperson or on a question adjourning shall be taken forthwith.
- 20.4 A demand for a poll may be withdrawn.
- 20.5 At any general meeting (unless a poll is demanded) a declaration by the Chairperson that a resolution has been carried or carried by a majority or lost or not carried by a particular majority and an entry to that effect in the minutes of the proceedings of Yanchep UTD shall be conclusive evidence of the fact without proof of the number or proportion of votes recorded in favour of or against such resolution.
- 20.6 Each committee member, who believes they will be absent from a general meeting, is to be entitled to appoint another committee member as proxy by notice, either electronically or by phone, given to the Secretary no later than 24 hours before the time of the meeting in respect of which the proxy is appointed. This notice must be received by the Secretary. If that notice has not been received within 24 hours notice, then that absent member proxy cannot be accepted.
- 20.7 A proxy notice must be received for by the Secretary and the Chairperson notified at that general meeting where the proxy is required.
- 20.8 The Secretary is to inform and confirm with those present at the meeting that a proxy or proxies have been received and whether their votes are present or not present. If present, their votes, if required, are to be placed in an envelope and collated.
- 20.9 In the case of votes where proxies exist, the Chairperson will open the votes, if they become required.
- 21.0 **QUORUM**
- 21.1 At any general meeting of Yanchep UTD and at the AGM, the ten (10) members present in person and eligible to vote shall be a quorum. If a quorum is not present within 15 minutes after the time for the commencement of the meeting then the members present shall constitute a quorum.
- 21.2 At any general meeting convened on the requisition of members, under section 18.3, the quorum shall be either five (5) members entitled to vote or that number of members which is 10 per cent of the total membership of Yanchep UTD entitled to vote on the business of the meeting (whichever is the greater) and in either case such members being present in

person. If a quorum is not present within 15 minutes after the time for the commencement of the meeting the same shall be dissolved.

21.3 At any Yanchep UTD Management Committee meeting five (5) members of the Committee with a minimum of two (2) Executive Office Bearers present in person and eligible to vote shall be a quorum. If a quorum is not present within 15 minutes after the time for the commencement of the meeting is to stand adjourned to the same place and same hour of the same day in the following week.

## 22.0 **EXECUTIVE OFFICE BEARERS**

22.1 The NINE (9) Executive positions shall consist of, and be limited to the President, Secretary, Treasurer, Junior Technical Director, Club House Manager, Kit Manager, Head Groundsman, Media & Marketing, Sponsorship coordinator

22.2 Should any of the Executive positions remain vacant, or if one person is holding two (2) positions, then the Executive Office Bearers may continue provided their numbers do not drop below three (3) persons.

a) Office bearers holding more than one (1) position shall only be entitled to one (1) vote, if required to do so.

22.3 The executive office bearers will carry out the duties of their positions as per the statement of duties contained in Section 23.0 and or as contained in relevant by-laws and regulations. All relevant bylaws and regulations must be communicated to those members who fill club management positions.

22.4 For nominating candidates for executive office bearers see section 23.0.

## 23.0 **GENERAL COMMITTEE**

23.1 Nominations for candidates for election on the Yanchep United management committee can be made by the following:

a) Nominations before the AGM in writing (emails will be accepted)

b) Verbal nominations during the AGM.

23.2 The term of each committee member commences at the end of the Annual General Meeting (AGM) or other General Meeting at which they were elected, and shall end at the beginning of the next AGM (nominally a 12 month period).

23.3 A person ceases to be a committee member and terminates all rights, privileges or obligations of being a committee member if the person:

- a) Dies
- b) Resigns from the committee, by way of written notification
- c) Is voted off the committee by a majority vote in the AGM or at any General Meeting.
- d) At the end of their 12 month term if they fail to be re-elected.
- e) If the member misses 3 or more consecutive meetings and is voted off

23.4 Unless otherwise provided in this constitution, voting at all committee meetings shall be Democratic, Specifically:

- a) A simple majority is sufficient for the passage of a motion at a meeting, and
- b) A tied vote results in the loss of a motion.

23.5 The filling of casual vacancies on the committee will be voted in at the AGM as per Section

23.6 Should no nominations be received, existing committee members can occupy dual roles.

23.7 Yanchep UTD Management Committee shall consist of the following members:

President, Secretary, Treasurer, Junior Technical Director, Club House Manager, Kit Manager, Head Groundsman, Media & Marketing and Sponsorship Coordinator – each position holds a role description with specific responsibilities and can be reviewed by contacting the Club Secretary or President.

24.0 **POWERS OF THE EXECUTIVE COMMITTEE REQUIRING GENERAL APPROVAL**



24.1 The Executive Committee, subject to approval obtained at a Special General Meeting convened for the express purpose of discussing the particular proposal or ratified at the next AGM, has the following powers:

- a) To build, construct, erect, maintain, alter and repair any premises, building or other structure of any kind and to furnish, equip and improve the same for use by Yanchep UTD in accordance with the Wanneroo City Council regulations and building approvals, and any other relevant State or Federal acts, or regulations.
- b) To acquire, hold, deal with, and dispose of any Yanchep UTD property of a general nature.
- c) To invest any Yanchep UTD money in any:
  - i) Security in which trust moneys may be invested, or
  - ii) Other manner.
- d) To borrow money upon such terms and conditions as Yanchep UTD seems fit.
- e) To administer the finances of Yanchep UTD.
- f) Make, amend and rescind rulings and by-laws.
- g) To appoint agents and employees to transact any business of Yanchep UTD on its behalf for reward or otherwise.
- h) To employ a person, or persons, to carry out certain duties required by Yanchep UTD, at salaries or remunerations for such period of time as may be deemed necessary.
- i) To enter into any other contract Yanchep UTD considers necessary or desirable.

## 25.0 **POWERS OF THE EXECUTIVE COMMITTEE NOT REQUIRING GENERAL APPROVAL**

25.1 The Executive Committee has the following powers without requiring General approval:

- a) Appoint the Club Coaches.
- b) Appoint the Assistant Club Coaches.
- c) Adjudicate on all discipline matters brought before it, which in any way affects or brings Yanchep UTD into disrepute.
- d) To open and operate bank accounts, appoint bankers, to transfer funds from one account into another and to close any such account.

- e) Fix fees and subscriptions payable by members and decide such levies, fines and charges as is deemed necessary and advisable, and to enforce payment thereof.
  - f) Accept donations and gifts in accordance with the objectives of Yanchep UTD.
- 25.2 The Executive Committee shall, if necessary, expel any member found guilty of conduct detrimental to Yanchep UTD, rendering such person unfit to remain a member, and shall not be bound to furnish in writing the reasons for such expulsion.
- 25.3 Any player disobeying the orders of the Coach or Captain on the field, or using abusive or bad language shall, if reported, be dealt with by the Executive Committee.
- 25.4 If for any reason the Executive Committee considers it desirable in the interest of Yanchep UTD to vary or rest the appointment of the Coach, Captain or Vice Captain, this may affect the 4/5ths majority vote at a general meeting, provided at least ten General Committee Members are present.
- 26.0 **CLUB FINANCES**
- 26.1 The finances of Yanchep UTD are to be managed in accordance with the following procedures:
- a) All funds of Yanchep UTD shall be deposited into Yanchep UTD's account at such bank or recognised financial institution as the Executive Committee determine.
  - b) All accounts due by Yanchep UTD shall be paid by EFT after having been passed for payment at the general meeting. When immediate payment is necessary, account(s) shall be paid and the action endorsed at the next general meeting.
- 26.2 The Secretary shall not spend more than a set amount of petty cash without the consent of the Executive Committee, and shall keep a record of such expenditure in a Petty Cash Book. The Petty Cash Book is to be reconciled prior to the monthly meeting of Committee.
- 26.3 The Treasurer shall table a statement showing the financial position of Yanchep UTD at each general meeting.
- 26.4 A statement of Income and expenditure, Assets and Liabilities shall be submitted to the AGM..
- 26.6 The financial year of Yanchep UTD shall commence on 1st day of January and end on the 31st December each year. All accounts, books and all financial records of Yanchep UTD shall reflect this.

26.7 The signatories to Yanchep UTD's account(s) will be the Treasurer and any two office bearing committee members:

26.8 Yanchep UTD is a non-proprietary Club; therefore the income, profits and assets of Yanchep UTD are to be applied only in the promotion of Yanchep UTD's objectives. The payments of dividends to or the distribution of income, profits or assets of Yanchep UTD among the Club Members is prohibited.

27.9 The Club registered for an Australian Business Number on 27/02/2020 and received an ABN of 75 785 790 742, the Club is not registered for GST

## 27.0 **AWARDS**

27.1 Individual Player Awards.

- a) Each registered Junior player shall receive a participation acknowledgement award at the end of every playing season. The award shall be in a form as agreed by the Yanchep UTD Management Committee.
- b) Subject to availability of funds, any of the following individual player recognition awards shall also be presented:
  - i. Players Player
  - ii. Coaches player
  - iii. Most improved Player

Note: For the purpose of determining eligibility for a Player Award, a Player must have attended at least five (5) competition games.

## 27.2 **Long Service Awards:**

Long Service Awards for continuous Membership towards Yanchep UTD shall be presented as acknowledgement of;

- a) 5 years.

- b) 10 years and beyond as determined by the Committee.

### 27.3 Other Award Selections

Subject to the availability of funds, and the Committee's discretion, Awards can be given for the following:

- a) Special services to Yanchep UTD – non playing.
- b) Sponsorship recognition

### 28.0 AMENDMENTS OR ALTERATIONS OF THE CONSTITUTION

28.1 This constitution may be amended by a special resolution of a general meeting which passes with at least a three fourths majority.

28.2 This constitution may be amended by a special resolution of a general meeting provided:

- a) The proposed amendment was presented at the previous general meeting, and
- b) The motion for the proposed amendment was passed by consensus or a 75% majority vote.

28.3 This constitution may be amended by a special resolution of a general meeting provided the exact wording of the resolution was available to members for the 30 days prior to general meeting.

28.4 As soon as is practicable after the making of any proposal for a change to the Constitution or Rules of the club, the secretary shall provide to the Director of Liquor Licensing, certified particulars of the change proposed, and that effect is not given to the change without the prior approval of the Director of Liquor Licensing.

### 29.0 BUSINESS CONTINUITY PLAN

In the Event of an incident such as a natural disaster, pandemic, terror incident or similar the Business Continuity plan will be activated (refer to separate document)

The objectives of this plan are to:

- I. undertake risk management assessment
- II. define and prioritise your critical business functions
- III. detail your immediate response to a critical incident
- IV. detail strategies and actions to be taken to enable you to stay in business

### **30.0 COPIES OF THE CONSTITUTION**

- 30.1 The Secretary shall supply a copy of this Constitution, without charge, upon reasonable request, to any new member or existing member.
- 30.2 The Constitution can be viewed at any time via the YanchepFc web site or a hard copy maybe view at the St Andrews Park Club House

### **31.0 DISSOLUTION**

- 31.1 Yanchep UTD may be dissolved by a special resolution passed by a majority of 75% of the members present and who are eligible to vote at a general meeting.
- 31.2 If upon the winding up to the association there remains after satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid or distributed amongst the members or former members, but shall be given or transferred to:
- a) To another association incorporated under the act which has similar objects or:
  - b) For charitable purposes which association or purposes, as the case requires, shall be determined by resolution of the members.