

**CONSTITUTION OF THE
AUSTRALIAN CAPITAL TERRITORY
EIGHT BALL ASSOCIATION (ACTEBA) INC.**

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History (Amendments)

1. PRELIMINARY

In this Constitution unless the contrary appears:

- a) 'State Executive Committee', (hereinafter called the 'Committee'), means the Committee of Management, comprising of the 5 Core Committee positions, (refer to sub paragraph (b) below), the 8 Non-Core Committee positions, (refer to sub paragraph (c) below), elected at the Annual General Meeting pertaining to the ensuing year, and a Team Captain, (or his appointed representative), from each team participating in that year's competitions, (either Winter or Summer).
- b) 'Core Committee' means the 5 core positions of the Committee, comprising of a President, a Vice President, a Secretary, a Treasurer, and a Tournament Director.
- c) 'Non-Core Committee' means a non-core position of the Committee, comprising of the current Team Captain's, a Publicity Officer, an assistant Tournament Director, a Fundraising Coordinator, a Junior Development Officer, an Assistant Junior Development Officer, a State Head Coach, a State Head Umpire and a Webmaster.
- d) 'Meeting' means a meeting of the Committee, or a portion or Sub Committee thereof, convened in accordance with this Constitution.
- e) 'Month' means calendar month.
- f) Words importing the singular include the plural number and vice versa.
- g) Words including the masculine gender also include the feminine gender and vice versa.
- h) 'Proxy' means a vote given in writing, by a registered financial member of the Association eligible to vote, prior to, or at, the meeting to which it pertains. The recipient of the proxy must be a registered financial member of the Association. A valid proxy must be dated, include the printed name and signature of the absent member, the printed name of the Appointee, and a reference to the meeting(s) to which it pertains.
- i) 'Sanctioned Event' means any Competition, Tournament, or Function conducted by, or on behalf of, the Association, that is duly approved by the Committee.
- j) 'Season' means the length of time required to play the Preliminary Rounds and the Finals Series of either the Winter or Summer competitions.
- k) 'Majority Vote' means a majority vote of those members of the Association who are entitled to vote at the meeting to which the vote pertains, as outlined in this Constitution.
- l) 'Special Resolution' means a resolution put forward at a meeting that relates to changes to this constitution, to the Association's bye-laws, to the suspension of a Committee member, or to the winding up of the Association

2. NAME

The name of the Association shall be the 'Australian Capital Territory Eight Ball Association', (hereinafter called the Association).

3. HEAD OFFICE

The head office, or office of the Association, shall be at such place in the Australian Capital Territory as the Committee shall from time to time decide.

The official postal address of the Association is:

P.O. Box 138 Erindale Centre
Wanniassa ACT 2903

or such place as the Committee shall from time to time decide.

4. OBJECTS

The objects of the Association are:

- a) To advance and promote the game of eight ball within the Australian Capital Territory and its surrounding districts, (hereinafter called the ACT), and to do all things desirable or necessary to achieve these ends.
- b) To standardise and keep under review, the rules and bye-laws of the game of Eight-Ball within the ACT
- c) To educate, train, coach and encourage members of the Association, and other competitors, within the ACT
- d) To consider and deal with all matters from time to time submitted by members.
- e) To arrange Sanctioned Events for participation by all teams and individual members, including State, Interstate and National Championships.
- f) To raise funds to pay expenses or debts of the Association.
- g) If the Committee deems fit, to affiliate with other organisations for the betterment of eight ball.
- h) To deliberate and finalise on any disputes between teams and/or members that pertain to Sanctioned Events.

5. MEMBERSHIP

a) Any person registering to participate in any sanctioned event, who has paid the required Membership Fee due for that year, and meets all the criteria of Membership, (refer sub paragraphs (b) and (c) below), will be deemed a member of the Association.

b) Membership will be considered to cover a player that has registered and paid to participate in the Summer and/or Winter Competition in the current calendar year. Membership will be valid until 28 February the following year.

c) Life Membership to the Association may be granted to persons at an Annual General Meeting, providing that the application for Life Membership is made in writing, submitted as a Notice of Motion, meets the criteria for a Notice of Motion, (refer to Section (15), and is approved by a majority vote of those present, (and eligible to vote), at the Annual General Meeting. The Secretary of the Association will be responsible for maintaining a Register of Life Members and ensuring that all relevant information included in the Register is kept up to date.

d) A Members Register will be maintained by the Tournament Director of the Association and it will include all personal details, (including addresses and phone numbers that are made available), of all registered Members. This Register is to be referenced only by Core Committee members and is to be treated as STRICTLY CONFIDENTIAL at all times. Under no circumstances is this Register to be made available to any persons other than the current Core Committee members, unless a unanimous vote in favour of doing so, by all members listed on the Register, is obtained, prior to its being made available.

e) Membership to the Association is not transferable, unless the originally registered member fails to participate in any Association sanctioned events, and a written request for transfer is submitted to the Tournament Director within two weeks of the date of the original registration. The instant that a registered member participates in any Association sanctioned event, or the two week grace period has elapsed, then that member will retain their membership for the duration of that year, (as outlined in sub paragraph (b) above), and transfer of the membership will not be considered

6. SUBSCRIPTIONS

a) The Fees, or Subscriptions, payable to the Association are deemed to include Player Registration Fees, Entry Fees, and all other fees deemed necessary by the Committee, and approved by a majority vote at the Annual General Meeting pertaining to that year.

b) All Subscriptions are due on or before the scheduled commencement date of sanctioned event to which they pertain. Unless otherwise directed by the Committee, failure to pay the said Subscriptions as they fall due will result in that player, team and/or venue being excluded from that sanctioned event. Any exclusion may be revoked on payment of the outstanding Subscription, at the discretion of the Committee.

c) Life Members shall not be required to pay the Player Registration Fee for the Summer and Winter competitions as approved by a majority vote at the Annual General Meeting pertaining to that year.

7. STATE EXECUTIVE COMMITTEE

a) The membership of the State Executive Committee consists of the following Core Committee and Non-Core Committee positions:

- (i) President
- (ii) Vice President
- (iii) Secretary
- (iv) Treasurer
- (v) Tournament Director
- (vi) Assistant Tournament Director
- (vii) Publicity Officer
- (viii) Fund Raising Coordinator
- (ix) Junior Development Officer
- (x) Assistant Junior Development Officer
- (xi) State Head Coach
- (xii) State Head Umpire
- (xiii) Webmaster

In addition, the Team Captain from each team registered for that year's Winter Competition, (to be then replaced by the Team Captains from each team registered in the following Summer Competition), will hold additional Non-Core Committee positions.

b) The President of the Association, failing him the Vice President of the Association, shall preside as chairperson, if attending the meeting in person. Should both of these members not be present in person then, unless otherwise directed in writing by the President, one of the Committee members present in person and chosen at that meeting, by a majority vote of those present, shall reside as chairperson.

c) The affairs of the Association shall be managed and controlled by the Committee which, in addition to any powers and authorities conferred by this Constitution, may exercise all such powers and do all such things as are within the Objects of the Association.

d) The Committee shall have the power to appoint such officers as are required to carry out the Objects of the Association and may so far as it is permitted by this Constitution delegate any of its powers to such officers.

e) The Committee shall adjudicate on any charge of misconduct or any matter in dispute arising in respect of any area within the jurisdiction of the Association, (including the referral of the matter to a duly appointed Disciplinary Committee should the Committee deem it appropriate).

f) The Committee shall be responsible for the format of any zoning, grading, competition draws and collection of subscriptions due from venues, teams and/or members, (including the referral of any of these matters to a duly appointed Gradings Committee should the Committee deem it appropriate).

g) A Committee position shall be deemed vacant if no nomination is received for that position at the Annual General Meeting when nominations are called for, or if the duly elected member should resign his position, become incapacitated, become deceased, or be suspended from the position, (refer Section 8 of this Constitution).

h) In the event of a Committee position(s) becoming vacant during the course of the year, the following shall occur:

- (i) In the case of a Team Captain, the currently registered members of that team shall elect a new Captain.
- (ii) In the case of all other core and non-core positions all current members of the Association shall be invited to nominate for the position(s) and those nominations received will be voted on at a Committee meeting. If no nominations are received the Committee shall absorb the duties of that position(s), until a replacement is found. If it is only a casual vacancy then a non-core member of the Committee will be appointed by that Committee to temporarily fill the position.

i) Each Committee position, (with the exception of Team Captain), will be for a term of one year, being from the election to the position at one Annual General Meeting, until the calling for nominations for that position at the next Annual General Meeting. Each team registering for a competition will be responsible for electing a Team Captain for that season of competition.

j) The Committee shall have the right, should a majority of that Committee deem it necessary, to Lease or Acquire premises, on behalf of the Association, for the betterment of the Association and the game of Eight-Ball, providing it falls within the guidelines of this Constitution and the Objectives there in.

8. SUSPENSION OF COMMITTEE MEMBERS

a) Should a Committee member fail to attend 3 consecutive, duly convened, Committee meetings, and fail to offer apologies or provide adequate reasons for such absence then, (at the discretion of a majority of the Committee), such member will be suspended from that position by the Committee, and the position will be declared vacant and nominations for the position will be called at the next scheduled committee meeting.

b) Should a Committee member fail in the performance of their duties then, (at the discretion of a majority of the Committee), they may be suspended from that position by a majority vote of the Committee, and the position will be declared vacant and nominations for the position will be called at the next scheduled Committee meeting.

c) Similarly, should a Committee member perform their duties in a manner that may prove detrimental to the Association and/or its Objectives then, (at the discretion of a

majority of the Committee), they may be suspended from that position by a majority vote of the Committee, and the position will be declared vacant and nominations for the position will be called at the next scheduled Committee meeting.

d) Any member of the Committee subsequently suspended, (refer to sub paragraphs (a), (b), and (c) above), will not be considered eligible for any position on the Committee for a period of time not less than until the next scheduled Annual General Meeting, (at the discretion of the Committee).

9. PROCEEDINGS AT COMMITTEE MEETINGS

a) The Committee shall meet together for the dispatch of Association business at least once every two months.

b) Questions arising at any meeting shall be decided by a majority of votes and in the event of an equality of votes the chairperson shall have the casting vote in addition to the deliberative vote.

c) A quorum for a meeting of the Committee shall be a minimum of 20% of the total Committee. The President or Vice President must be present, (in person or by proxy), unless they are deceased.

d) A Committee member having a vested interest, of either a pecuniary, commercial, or business nature, with regards a contract, or business venture, (at the discretion of the Committee), with the Association must disclose that interest to the Committee and shall not vote with respect to that contract or business.

e) Paragraph (d) shall not preclude a Committee member from voting where the interest, or dealing, that the Committee member may have in a contract, or business venture, with the Association, is not of a pecuniary, commercial, or business nature, (at the discretion of the Committee).

f) All financial members of the Association are permitted to attend these meetings, however, only Committee members are permitted to hold the floor and vote, (unless a majority vote of the Committee permits a non-Committee member to hold the floor).

10. DUTIES OF COMMITTEE MEMBERS

a) **PRESIDENT** - To oversee the operation of the Committee. To assist all Committee members in the performance of their duties. To chair all meetings of the Association and/or Committee. To liaise with other bodies, outside the Association, on behalf of the Association, for the betterment of the sport. To ensure that the Objectives of the Association are maintained and to ensure that all Association business is conducted in accordance with the guidelines outlined in this Constitution. The President will also serve in the position of **PUBLIC OFFICER** and liaise with all relevant Government Departments and agencies as required in this role.

b) **VICE PRESIDENT** - To assist all Committee members in the performance of their duties. To ensure that all Committee members carry out their duties correctly and without bias, on behalf of the Association. To liaise with all Committee members to

formulate and update a Development Plan pertaining to the Association. To assume the duties of President in their absence.

c) SECRETARY - To keep proper minutes of all proceedings of all meetings of the Association and/or Committee. To keep and maintain a Minutes Book under the guidelines of this Constitution, (refer to Section (18)). To assist in the preparation of any other literature deemed necessary by the Committee, for whatever purpose required by the Committee. To notify all members of the Association and/or Committee, in writing, of any relevant meetings scheduled by the Committee, at least two (2) weeks prior to the scheduled date of that meeting or, in the case of urgent business, to provide all such members with as much notice as is reasonably possible. To prepare Agendas for all meetings, including all items requested by members for inclusion on the Agenda.

d) TREASURER - To collect and control all monies and fees payable to and by the Association and to issue official receipts for all said collected monies. To operate an account, under the guidelines of this Constitution, (refer to Section (19)). To liaise with other members of the Committee whose duties pertain to the raising of these said monies and fees. To supply at every meeting of the Association and/or Committee a financial statement of receipts and expenditures pertaining to all Association accounts. To maintain a Debtors Register detailing all outstanding debtors to the Association, including the nature and amount of the debt and the date the debt was incurred.

e) TOURNAMENT DIRECTOR - To formulate and administer all competitions and tournaments approved by the Committee, on behalf of the Association. To create and maintain, under strict security, a Members Register detailing the personal information of all members of the Association. To ensure that the payment of all Membership and Registration fees due for a competition or tournament are paid, and to advise the Treasurer of any outstanding debts, to allow for their inclusion in the Association's Debtors Register. To maintain and administer the State Rankings. To obtain and correlate all results pertaining to any tournaments and competitions run by the Association, on behalf of the Association. To ensure that all results and tables are publicised via the association website and other means.

f) ASSISTANT TOURNAMENT DIRECTOR - To assist the Tournament Director, and any other Committee member, as deemed necessary by the Committee, in the performance of their duties. To assume the duties of the Tournament Director in his absence.

g) FUND RAISING COORDINATOR - To obtain and administer, in direct liaison with the Treasurer, all sponsorship monies and other monies raised through fundraising projects approved by the Committee, on behalf of the Association.

h) PUBLICITY OFFICER - To organise and submit for publication any, and all, literature approved by the Committee, through all forms of the media, as directed by the Committee, on behalf of the Association. To produce a quarterly Association newsletter for distribution to all members of the Association.

i) JUNIOR DEVELOPMENT OFFICER - To initiate, administer and develop a Junior Players Program, approved by the Committee, on behalf of the Association. To assist in the liaising with outside agencies, on behalf of the Association, for the promotion of Junior Eight-Ball. To organise and administer any and all junior competitions deemed necessary by the Committee. To maintain a register of Junior Eight-Ball players on behalf of the Association.

j) ASSISTANT JUNIOR DEVELOPMENT OFFICER - To assist the Junior Development Officer, in the performance of their duties. To assume the duties of the Junior Development Officer in his absence.

k) STATE HEAD COACH - To attend and receive accreditation from, the National Coaching Scheme of the A.E.B.F. To assist in the organisation and administration of coaching and umpiring clinics and seminars within the ACT and to ensure that sufficient Coaching Exams are conducted to maintain a reasonable level of coaching expertise within the Association.

l) STATE HEAD UMPIRE - To attend and receive accreditation from the National Umpiring Scheme of the A.E.B.F. To assist in the organisation and administration of coaching and umpiring clinics and seminars within the ACT and to ensure that sufficient Umpires Exams, (for all levels), are conducted to maintain a reasonable level of umpiring expertise within the Association.

m) TEAM CAPTAIN - To attend all scheduled meetings of the Association and to pass all information acquired back to the members of the team they represent. To table all inquiries, requests etc from the members of the team they represent at the next scheduled Committee meeting and to ensure that the requirements and views of their players are voiced and heard. To vote on all issues put to a vote at a Committee meeting and to advise the members of their team of the outcome of all such issues. To ensure that the weekly scoresheets pertaining to matches played by their team are submitted to the Tournament Director for integration into the Weekly Results for that competition, and the Players Statistics records, for later integration into the State Rankings.

11. FINANCIAL YEAR

The financial year of the Association shall be the period commencing on the 1st July in one year and ending on the 30th of June in the following year.

12. FINANCIAL GUIDELINES

a) Subject to this paragraph the Treasurer is bound to ensure that all accounts operated under the auspices of the Association require at least 2 Core Committee members to sign any debits, cheques, charges etc to those accounts. Signatories on all accounts are to be at least the President, the Vice President and the Treasurer.

b) Subject to this paragraph the Treasurer is bound to ensure that there are no "Petty Cash" accounts operated with funds designated specifically for the Association and, in addition the Treasurer is also bound to ensure that no cheques issued for payment of accounts due and payable by the Association are issued to "Cash".

13. BORROWING POWERS

- a) Subject to this paragraph the Association may borrow money from banks or other financial institutions upon such terms and conditions as the Committee deems fit and may secure the repayment thereof by charging the property to the Association.
- b) The Association may invite and accept deposits from any person on such terms and conditions as may be determined by the Committee from time to time.

14. RULES

- a) The rules of this Association shall be taken directly from the current World Eight-Ball Pool Federation rules, as adopted by the Australian Eight Ball Federation.
- b) Subject to approval by a resolution of the delegates of the Association these rules and/or the Association bye-laws may be altered (including an alteration to name), or may be rescinded and replaced by substituted rules and/or bye-laws.
- c) This Constitution shall bind the Association, every delegate and every member to the same extent as if they had respectively signed and sealed it and agreed to be bound by all the provisions thereof.

15. ANNUAL GENERAL MEETINGS

The Annual General Meeting of the Committee and members will be held no later than 5 months after the conclusion of the Association's financial year for the preceding year. All matters to be placed on the agenda, (including Notices of Motion), must be sent to the Secretary in writing at least one month prior to the scheduled date of that meeting. The details of the meeting, including the Date, Time and Venue, along with the name and phone number of the contact officer, (the appointed contact officer will normally be the Secretary and they will be responsible for supplying copies of the agenda and all other associated documentation to any member requesting same), shall be advertised via the association website and other means as soon as practicable prior to the scheduled date of the meeting, and such publication shall constitute notice of the meeting to all members entitled to receive it. The date for that meeting will be set by the Committee. At the said meeting the following shall occur:

- a) The lodgement of annual reports from all Core Committee members.
- b) The tabling of the Auditors Report for the previous year, (or the interim report from the Treasurer if the Auditors Report is unavailable), including the Debtors Register and the Assets Register as at the 30th June for that year.
- c) The tabling of any "Notices of Motion" received by the Secretary, pertaining to that meeting.
- d) The election of the Committee for the ensuing year.

e) Consideration and determination of any other business that is raised and deemed relevant to that meeting.

16. PROCEEDINGS AT ANNUAL GENERAL MEETINGS

a) A minimum of 10% of members, as listed in the Association's Members Register, must be present personally, or by proxy, to constitute a quorum at any annual general meeting.

b) If within thirty minutes after the time appointed for the meeting a quorum of members is not present the meeting shall stand adjourned to a time to be decided by the members. If at that said time and place and if at such adjourned meeting a quorum is not present within thirty minutes of the time appointed for the meeting the members present shall form a quorum.

c) The President of the Association, failing him the Vice President of the Association, shall preside as chairperson.

d) If there is no such chairperson or vice chairperson within thirty minutes after the time appointed for holding the meeting the delegates present may choose one of their number to reside as chairperson.

e) The chairperson may, with the consent of any meeting at which a quorum is present, and shall, if so directed by the meeting, adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.

f) When a meeting is adjourned for thirty days or more, notice of the adjourned meeting shall be given as if that meeting were an original annual general meeting.

g) At any annual general meeting a resolution put to a vote shall, unless a poll be demanded by conclusive evidence of the fact, without proof, of the number or proportion of the votes recorded in favour of, or against the resolution, be decided on by a show of hands and a declaration by the chairperson of the meeting that a resolution has been carried or lost.

h) If a poll is demanded by the chairperson of the meeting, or by three or more members personally or by proxy, it shall be taken in such manner as the chairperson directs. The result of such poll shall be the resolution of the meeting, except that in the case of a special resolution a majority of not less than three quarters of the members, who being entitled to do so, vote personally or by proxy at the meeting, is required.

i) In addition to an individual's own member vote, they may hold a maximum of 8 proxy votes from other members of the Association. This means that each member can hold a maximum of 9 votes at any annual general meeting.

j) A Special General Meeting may be scheduled by the Committee, or by a minimum of 5% of the registered members, and such meeting must comply with the guidelines, as set out above, for an Annual General Meeting. An agenda must be prepared by those scheduling the meeting and copies of this agenda must be made available to all

members, (via the Secretary), at least one week prior to the scheduled date of the meeting.

17. UNAUTHORISED USE OF NAME

No person or corporation shall in any way use the name of the Association without the prior consent of the Association.

18. MINUTES

a) Proper minutes of all proceedings of meetings of the Association and of the Committee shall be entered within one month after the relevant meeting in minute books kept for that purpose. Copies of these minutes will be forwarded to all members of the Committee as soon as practicable, but no later than the convening of the next scheduled meeting.

b) The minutes kept pursuant to this rule shall be accepted by majority vote at the next succeeding meeting.

c) Where minutes are accepted, until the contrary is proved, be evidence that the meeting was convened and duly held, that all proceedings held at the meeting shall be deemed to have been duly held, and that all business transactions at the meeting shall be deemed to have been duly transacted.

19. ACCOUNTS, AUDIT AND ANNUAL RETURNS

The Association shall keep such accounting records as are necessary to correctly record and explain the financial transactions and financial position of the Association. All monies received by the Association shall as soon as practicable be paid into a bank or recognised financial institution approved by the Committee. The financial guidelines, (as outlined in Section (12)) are to be strictly adhered to. At the end of each financial year, (30th June), a statement of account will be prepared by the Treasurer. The statement of account shall not be misleading and shall give a true and fair account of:

a) The income and expenditure of the Association during the most recently ended financial year of the Association;

b) The assets and liabilities of the Association at the end of that financial year;

c) Any mortgages, charges of other securities of any description, affecting the property of the Association at the end of that financial year;

d) in respect of each trust of which the Association was the trustee during a period of that financial year, being part or all of that financial year, as the case may be:

(i) the income and expenditure of the trust during that period;

(ii) the assets and liabilities of the trust at the end of that period; and

(iii) any mortgages, charges or other securities of any description affecting any of the property of the trust during that period.

e) This statement of account will be submitted, by the Treasurer, to be audited by a person who is a member of the Institute of Chartered Accountants of Australia, the National Institute of Accountants, the Australian Society of Certified Practising Accountants, or who is registered as an auditor pursuant to the Corporations Law, or under a corresponding law, of a State or another Territory. The appointed auditor must not be:

- (i) an officer of the Association;
- (ii) a partner, employer, or employee of an officer of the Association;
- (iii) a partner, or employee of an employee of an officer of the Association

f) A copy of the auditor's report, along with the financial statement, will be lodged with the Registrar's Office of the ACT Government.

20. CUSTODY OF BOOKS, ACCOUNTS, RECORDS AND REGISTERS

All Books, Accounts, Records and Registers will remain in the custody of the Committee member to whom the upkeep of such Books, Accounts, Records, or Registers falls, as outlined in this Constitution, (refer to Section (10)). Such Books, Accounts, Records and Registers will be available, upon request, to all financial members of the Association, however the custody of said Books, Accounts, Records and Registers is not to be relinquished by the respective Committee member, except upon his or her resignation or suspension from the position. Members of the Association wishing to view said Books, Accounts, Records and Registers must do so in the company of the duly appointed custodian and must not remove said Books, Accounts, Records or Registers from that custodian, (except with the express approval of a majority of the Committee).

21. VOTING RIGHTS

a) At all duly convened Committee meetings Core Committee members will have the right to cast 2 deliberative votes on any resolutions for which voting is required. Non-Core Committee members will have the right to cast 1 deliberative vote on any resolutions for which voting is required. In the event of an equality of votes the Chairperson of the meeting shall have the casting vote, in addition to their deliberative vote(s). In the event that a Core Committee member is also a Team Captain then they will have the right to cast 3 deliberative votes. In the event that a Non-Core Committee member is also a Team Captain then they will have the right to cast 2 deliberative votes.

b) At a duly convened Annual General Meeting, or a Special General meeting all financial members of the Association will have the right to cast 1 deliberative vote on any resolutions for which voting is required. In the event of an equality of votes the Chairperson of the meeting shall have the casting vote, in addition to their deliberative vote.

22. LIABILITY

In accordance with Section (51) of the Association's Incorporation's Act of 1991, except as otherwise provided in the Act, or in this Constitution, a member or officer of the Association shall not be taken, only because of being a member or officer, to be liable to contribute to the payment of any debts or other liabilities incurred by the Association, or to the costs charges or expenses incurred in the course of winding up the Association.

23. ALTERATION OF CONSTITUTION

This Constitution shall not be altered or amended except by special resolution at the Annual General Meeting or a Special General Meeting convened specifically for that purpose. No motion for an amendment or an addition shall be submitted to a vote of the Association unless notice thereof, specifying the proposed alteration or amendment sighted by the President, shall have been submitted to the Secretary at least one month before the Annual General Meeting or special meeting at which the alteration or addition is proposed to be made. Any proposed addition or deletion shall be carried by at least a three quarters majority of members present who, being entitled to vote at that meeting do so in person or by proxy.

24. COMMON SEAL

The Secretary of the Association is responsible for the custody of the Common Seal of the Association, which must be affixed only in accordance with a resolution of the Committee, and in the presence of at least two of its members.

25. WINDING UP

The Association may be wound up by a special resolution of the members at an Annual General Meeting or a Special General Meeting convened specifically for that purpose. On any such winding up of the Association any surplus funds or property of the Association, after payment of all debts and liabilities, shall be paid or distributed to another association or institution nominated by the members for that purpose, being an association or institution that has substantially the same Objects of this Association and being one that is not carried on for the object of trading or receiving pecuniary gain for its members.

History

This Constitution was ratified at the Annual General Meeting conducted on Monday 2nd August 2004.

Summary of previous amendments:

1st September 2003:

- Duties of Results Officer included in those of the Tournament Director in section 10e;
- Results Officer Position deleted;
- Assistant Tournament Director position created in section 1c;
- Duties of ATD added (including assist any other Committee member, as deemed necessary by the Committee, in the performance of their duties) in section 10f; and
- Duties of Assistant Junior Development Officer amended (removing duties included in ATD position) in section 10j.

2nd August 2004:

- Limit to the number of proxies allowable for an annual general meeting inserted at section 16i.

9th October 2017:

- Amend item 1a to reference 8 non-core committee positions and item 1c to include Webmaster position as a non-core committee position.
- Amend item 3 to reference correct postal address of the association.
- Amend item 5b to state: 'Membership will be considered to cover a player that has registered and paid to participate in the Summer and/or Winter competition in the current calendar year. Membership will be valid until 28 February the following year.'
- Amend item 7 to include Webmaster position as part of the State Executive Committee.
- Amend item 9c to change the quorum to be a minimum of 20%.
- Amend item 10b to change President reference from 'him' to 'their' and remove the last paragraph regarding junior development.
- Amend item 10c to remove last paragraph regarding meetings being taped.
- Amend item 10d to remove last paragraph regarding administering major raffle each year.
- Amend item 10e to re-word last paragraph for results to be published on association website.
- Amend item 10g to remove last paragraph regarding fundraising sub-committee.
- Amend item 10h to change bi-monthly to quarterly and remove the wording 'via there appointed delegates, at the scheduled committee meetings.'
- Amend item 10m to remove last paragraph regarding delivery of scoresheets.
- Amend item 15 to change AGM to be held within 5 months of the end of the financial year and remove requirement to advertise the AGM in the Canberra Times and Queanbeyan Age at least 2 months prior and instead advertise via email, association website and official social media channels.
- Amend item 16 to change the quorum of the AGM from 15% to 10% of members.
- Amend item 18a to remove last paragraph regarding the meetings being taped.
- Amend item 18b to reflect minutes are to be accepted by majority vote at succeeding meeting.
- Amend item 18c to remove 'entered and signed they shall' and replace with 'accepted'.
- Amend item 23 to changed wording 'signed by the President' to 'sighted by President and change 'handed' to 'submitted'.