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AQUINAS OLD COLLEGIANS' FOOTBALL CLUB INC.
AQUINAS COLLEGE
GREAT RYRIE STREET
RINGWOOD, VIC 3134

16 March 2011

Dear Sir/Madam,

Application for Alteration of Rules or Statement of Purpose

RE: AQUINAS OLD COLLEGIANS' FOOTBALL CLUB INC. – A0011896F

Please be advised that this office has approved your form for the special resolution(s) to alter rules/statement of purposes passed on 20/12/2010.

The amendments made to your Rules/Statement of Purposes are effective from 16/03/2011.

Yours sincerely,

General Manager
Registration Branch

AQUINAS OLD COLLEGIANS' FOOTBALL CLUB INCORPORATED

Statement of Purposes

1. The name of the Association is “**AQUINAS OLD COLLEGIANS' FOOTBALL CLUB INCORPORATED**” (hereinafter referred to as “the Club”).
2. The purposes for which the Club is established are:-
 - (a) To promote, foster and conduct the sport known as Australian Rules Football.
 - (b) To associate or affiliate with the Victorian Amateur football Association. (VAFA)
 - (c) To acknowledge the Constitution of the Victorian Amateur Football Association and to observe and comply with the Rules and Bylaws and any subsequent amendments to such as may from time to time become applicable.
 - (d) To play Australian Rules Football
 - i) In a manner consistent with the objects of the Victorian Amateur Football Association as stated in that Association's Constitution.
 - ii) In such a manner so as not to bring discredit to the name of Aquinas College and with such character as to establish and promote a reputation of fair play and sportsmanship for the Club, its sponsors and Aquinas College.
 - (e) To establish and promote a reputation and spirit within the Club so as to provide encouragement and opportunities for former pupils of Aquinas College and other such persons at the invitation of the Club, or any of its members, to play Australian Rules Football.
 - (f) To apply for and hold any Club Licence, Restricted Club Licence, Extended Hours Permit or other Licence Permit or Authority pursuant to the provisions of the Liquor Control Reform Act 1998 or any amendment, re-enactment or succeeding legislation and to appoint a nominee in respect of any such Licence and to transfer, renew, vary, remove or surrender any such Licence, Permit or Authority as appropriate or opportune to do so and to do all such acts or things which may be necessary to protect any such Licence, Permit or Authority.

AQUINAS OLD COLLEGIANS FOOTBALL CLUB INCORPORATED

RULES OF ASSOCIATION

The name of the association formed by these rules shall be "Aquinas Old Collegians Football Club Incorporated." (hereinafter referred to as "the Club.")

Membership

1. Membership shall be open to any person interested in the furtherance of the Club's objects and purposes as stated in the statement of purposes annexed hereto.
2. (a) A Financial Member is a person who has;
 - (i) Paid his or her annual subscription fee.
 - (ii) Has previously been elected as an honorary Life Member of the Club.
 - (iii) Is an approved sponsor, member of the Club's General Committee or annual honorary member as appointed by the Club's General Committee.
- (b) Membership shall be available in the forms as stated in rules 2(c), 2(d) 2(e) and 2(f).
- (c) By receipt from the applicant of an annual subscription fee which shall be determined annually by the General Committee by the fifteenth (15th) day of February in the year for which the determined fee shall apply.
- (d) All registered players of the Club shall be financial members, and shall pay the annual subscription fee determined annually by the General Committee of the Club. This fee shall be payable by a date set annually by the General Committee. Players who are not financial members of the Club by this date are liable, at the discretion of the committee, to be disqualified from playing.
- (e) By confirmation of the General Committee, memberships in the following categories may be awarded annually, and shall be considered as financial members for the year of their appointment.
 - (i) Approved Sponsors
 - (ii) Annual honorary members
 - (iii) All elected General Committee members
- (f) At a General Meeting of the Club, the General Committee may nominate for honorary Life Membership person(s) who have met the following criteria;
 - (i) Rendered a minimum of ten (10) years service to the Club

(ii) In the opinion of the Clubs' General Committee have rendered "outstanding" service to the Club.

Any such nomination shall require to be nominated and seconded by a financial member of the Club, and accepted by a three quarter majority of the meeting, consistent with rule 15."

- (g) Any person confirmed as an honorary Life Member of the Club shall be considered a full financial member of the Club for life, as of the date of confirmation.
- (h) All Financial Members of the Club are able to nominate, in writing, candidates for honorary Life Membership for consideration of the General Committee at any time. All nominations shall be considered at the discretion of the General Committee.
- (i) All Life Membership nominations shall be received by the General Committee by August 1st of the year in which the nominations are to be considered. Annually, the General Committee will establish its preferred review process, and consider each nomination via this process and consistent with rule 2(f). This process will conclude with the final Committee meeting prior to that year's Annual General Meeting where the nominations to be put to that year's Annual General Meeting will be voted on, and accepted or rejected consistent with rule 2(f). The outcome shall then be entered into the meeting minutes.
- (j) The Treasurer shall record and maintain the names of all members in the members register.

Subscriptions

- 3. Annual subscriptions shall fall due on the 31st day of March in each year and shall be determined pursuant to rule 2(c) of these rules.

Management and Administration

- 4 (a) The Management and Administration of the Club shall be vested in the General Committee. The General Committee shall be elected individually by the members present at the Annual General Meeting, and shall hold office until the following Annual General Meeting unless they resign or are removed prior to that Annual General Meeting.
- (b) The Executive Management of the Club shall be vested in the Executive Committee, consisting of President, Vice President, Treasurer and Secretary. That once elected, the Executive has the flexibility to select and structure the committee in any reasonable manner it chooses. At each Annual General Meeting however the Executive must produce the proposed structure of the General Committee and this structure be ratified by the Annual General Meeting, consistent with rule 14.

- (c) Retiring members of the General Committee shall be eligible for re-election.
 - (d.) Any member within the provisions of rule 2 herein shall be eligible for election to the General Committee.
 - (e) All candidates must be nominated by a member, as defined in rule 2 herein and seconded by another such member.
 - (f) Any casual vacancy on the General Committee shall be advertised to be filled at the next General Meeting or Special Meeting convened for such purpose. Any member elected under this sub-section shall hold office for the balance of the term of office of the Committee.
 - (g) Any General Committee Member failing to attend three (3) consecutive General Committee Meetings without apology and just cause shall render himself/herself liable for expulsion from the General Committee.
 - (h). Resignations from the General Committee shall be tendered in writing to the Secretary and will take effect from the date of receipt.
 - (i) The General Committee is hereby empowered to control and administer the affairs of the Club, consistent with the Statement of Purposes.
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- (a) The General Committee may appoint specific purpose Sub-Committees as deemed necessary to execute tasks as determined by the General Committee.
 - (b) The determinations, decisions and activities of any Sub-Committee formed under rule 5 (a) herein shall be subject to the approval of the General Committee, the decision of the General Committee being final.

Voting

- 6
- (a) Any financial member present at any General, Special or Annual Meeting shall be entitled to one vote on any motion put to such meeting.
 - (b) Any General Committee member present at any General Committee meeting shall be entitled to one vote on any such motion put to such meeting.
 - (c) In any instance, the Chairman of any meeting, as detailed in rule 6 (a) and (b) herein shall have no vote except a casting vote where a motion is dead-Locked.
 - (d) Proxy or absentee voting in any form whatsoever shall not be allowed on any motion put to any Club or any Committee meeting.

Quorum

- 7
- (a) At any properly convened General, Special or Annual Meeting a quorum shall be ten (10) financial members present, of which at least four (4) shall be members of the General Committee.

- (b) At any properly convened General Committee Meeting a quorum shall be five (5) General Committee Members present, provided that at least three members hold the office of either President, Vice President, Secretary or Treasurer.

FINANCIAL REPORTS

Financial Year, Audit and Annual General Meeting

- 8 (a) The financial year of the Club shall be from the 1st day of October until the 30th day of September.
- (b) The Annual General Meeting of the Club shall be held after the 31st day of October and not later than the 28th day of November in the same year.
- (c) The Treasurer's Report, including Profit and Loss Statement, Balance Sheet and Auditor's Report shall be presented to the Annual General Meeting.

Audit

- 9. An auditor shall be appointed annually by the General Committee and it shall be his responsibility to examine all Club accounts, vouchers and receipt books. An Auditor's report shall be presented with the annual Treasurer's Report pursuant to rule 8 (c) herein. The Auditor shall not be a member of the General Committee.

Notice of Meetings

- 10. (a) At least seven (7) days notice of intention to convene a General, Special or Annual meeting shall be given to all financial members.
- (b) Any notice of motion to be put to a General Meeting of the Club shall be delivered in writing to the Secretary at least two (2) clear days prior to such meeting, provided that following the completion of the listed business of the meeting, the chairman may in his discretion allow motions from the floor of the meeting to be debated and voted upon, provided that a secondary motion may be put to the meeting during the said time to continue or discontinue debate of the motion and such motion shall, if passed, override the Chairman's discretion further provided that no motion shall continue being debated for a period exceeding sixty (60) minutes from the time of completion of the listed business of the meeting, but shall be adjourned to the next General Meeting or Special General Meeting convened for such purpose.

Funds

- 11 (a) The funds of the Club shall be derived from subscriptions, the social activities organised by the Club and its sub-committees and shall be banked in the name of the Club and the bank account shall be operated upon by any two of the President, Treasurer or Secretary. The income and property of the Club whencesoever derived shall be applied solely towards the promotion of its objects and purposes as stated in the statement of purposes annexed hereto and no

member shall be appointed to any remuneration or other benefit in money or monies worth. No such remuneration or benefit shall be given by the Club to any member except for the payment of remuneration to any person employed by the Club, the repayment of out-of-pocket expenses which shall be evidenced by a receipt, interest on monies lent or rent for premises demised or let to the Club.

- (b) The custody of the books, documents and securities of the Club shall be the responsibility of the Treasurer. Any member may inspect such books, documents or security of the Club upon giving seven (7) days notice to the Treasurer of his intention to do so.

Accounts

- 12 (a) All Accounts Payable shall be authorised for payment by 2 authorised signatories, details of which shall be reported by the Treasurer to the General Committee at its next meeting.
- (b) Any contract, arrangement or agreement entered into by the Club shall be in writing with the seal of the Club affixed thereto, and that the affixing of the seal to be witnessed by at least two committee members, one of whom shall hold the office of either President, Treasurer or Secretary.

Club Discipline

- 13 (a) A Disciplinary Board shall administer the internal discipline of the Club.
- (b) The Disciplinary Board shall consist of the President, the chief Coach of any team of the Club and three (3) members appointed by the President at his absolute discretion.
- (c) The Disciplinary Board may expel from membership any member whom the board in its absolute discretion shall consider unfit to remain a member of the Club.
- (d) The Board may suspend from membership, or discipline or sanction in any such other manner as the Board deems appropriate, any member whom it deems deserves such sanctioning.
- (e) The said member shall be given the opportunity to appear before the Board to hear the reasons for any such action, as detailed in rule 12 (c) and (d) herein, being taken and be entitled to offer defence of his actions for which the board is considering any sanction whatsoever.

Disputes and mediation

- 14 (a) The grievance procedure set out in this rule applies to disputes under these Rules between—
 - (i) a member and another member; or
 - (ii) a member and the Club.

- (b) The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within 14 days after the dispute comes to the attention of all of the parties.
- (c) If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend that meeting, then the parties must, within 10 days, hold a meeting in the presence of a mediator.
- (d) The mediator must be—
 - (i) a person chosen by agreement between the parties; or
 - (ii) in the absence of agreement— in the case of a dispute between a member and another member, a person appointed by the committee of the Club; or in the case of a dispute between a member and the Club, a person who is a mediator appointed or employed by the Dispute Settlement Centre of Victoria (Department of Justice).
- (e) A member of the Club can be a mediator.
- (f) The mediator cannot be a member who is a party to the dispute.
- (g) The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
- (h) The mediator, in conducting the mediation, must—
 - (i) give the parties to the mediation process every opportunity to be heard; and
 - (ii) allow due consideration by all parties of any written statement submitted by any party; and
 - (iii) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
- (i) The mediator must not determine the dispute.
- (j) If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Associations Incorporations Act 1981 or otherwise at law.

Dissolution

- 15 (a) The Club shall be dissolved in the event of the membership being less than ten (10) persons upon the vote of an absolute majority of the membership present at a Special General Meeting convened for consideration of such matter.
- (b) Upon dissolution, assets and funds on hand shall, after payment of all expenses and settlement of all liabilities, be handed over to such other Club or association having objects or purposes such as are consistent with those stated in the Statement of Purposes annexed hereto, or such registered charity as the majority of the members present at the meeting may decide.

Amendment of these Rules

16. These rules may be amended at a General Meeting or Special Meeting convened for the purpose, by the votes of a three-quarter majority of the financial members present at such meeting. At least twenty-one (21) days notice shall be given to all members of intention to convene such a meeting.

Amendment of the Statement of Purposes

17. The Statement of Purposes may be amended at a General Meeting or Special Meeting convened for that purpose by the votes of a three-quarter majority of the financial members present at such meeting. Twenty-one (21) days notice shall be given to all members of intention to convene such a meeting.