

# ADELAIDE CENTRAL DARTS ASSOCIATION INC.

## CONSTITUTION

### 1. NAME

The name of the Association is **Adelaide Central Darts Association Inc.** from Herein to be known as the **A.C.D.A.**

### 2. DEFINITIONS

In this constitution unless the contrary intention appears: -

"Committee" means the Committee of management of the association.

"Executive Committee" means the administrative body of the association.

"Meeting" means a general meeting of the members of the association convened in accordance of these rules.

"Committee Meeting" means a meeting of the elected Committee persons.

"Member" means a member of the association.

The "Act" means the Associations Incorporation Act 1985.

The "Regulations" means the Associations Regulations Act 1985.

"Constitution" refers to the constitution of the **A.C.D.A.**

### 3. OBJECTIVES AND PURPOSES

The objective of the Association shall be: -

**A.** To promote and preserve the game of Darts.

**B.** To promote good friendship between members.

**C.** To assist any charitable cause judged by the Committee to be worthy of the Associations assistance.

**D.** To promote and arrange any functions or activities and subject to law, raffles, lotteries and such for raising funds for the above-mentioned purpose.

### 4. MEMBERSHIP

Any person who is interested in the objectives of the Associations is eligible to become a member of **Adelaide Central Darts Association.**

All members of the Association shall be a member of a Darts team or Social Club affiliated with the Association.

Upon any person ceasing to be a member of the Association for any reason he/she shall not be entitled to the return of any membership fees.

#### LIFE MEMBERS

All life members of the Association are not required to be a member of a Darts team or Social Club affiliated with the Association.

Tom Gaskin

Chris Allen

Di Heron

Nancy Mitchell

Scott Blackburn

Dave Allen

Bill Mitchell

Mick O'Sullivan

Irene Coates

Dave May Jnr

Andy Kenny

Dave May Snr

Bob Brewer

## 5. SUBSCRIPTIONS

The subscription fee for membership shall be such a sum, as the members shall determine at the Annual General Meeting.

The subscription fee shall be payable to the Match Secretary or Treasurer of the Association on or before the first match of each season or at such time the Committee determines necessary.

Upon payment of the seasons subscriptions a person will become a member of the Association until the commencement of the following season

## 6. THE COMMITTEE

The affairs of the Association shall be managed and controlled exclusively by a Committee which in addition to any powers conferred by this constitution may exercise all such powers and do all such things as are conducive with the objectives of the Association and the game of Darts.

The Committee shall have the power to appoint such persons as are required to carry out the objectives of the Association. The Committee may delegate any of its' powers to such a person as required to carry out such duties.

The Executive Committee shall comprise of the President, Vice President, Secretary, Match Secretary and the Treasurer.

A minimum of SIX (6) and no more than ELEVEN (11) persons  
(Including executive committee)

Nominated from the floor at the Annual General Meeting shall make up the Committee of the **A.C.D.A.**

A person who has been nominated and seconded by financial members at the Annual General Meeting shall fill executive Committee positions.

All contested Committee positions shall be subjected to a ballot by show of hands or by written ballot. If only the required number of persons stand for any Committee position then the President shall declare such persons duly elected for the ensuing twelve (12) months.

The Secretary and the Match Secretary's positions are elected / re-elected for two years (2) on an alternative system.

The President at the Annual General Meeting shall declare all Committee positions vacant and all vacating Committee persons shall be eligible for re-election at the meeting. (The only exception is if a person was elected into a 2-year position & has not completed the second year.)

The Committee may appoint a person to fill a casual vacancy on the Committee and that person shall hold that position until the next Annual General Meeting of the Association.

The Executive Committee shall manage and control all matters in connection with competitions and provide prizes or trophies in connection therewith.

The Committee shall deal with all correspondence of the Association.

All members of the Committee shall be financial PLAYING members of the Association.

The Committee shall meet at least once per month to conduct the business of the Association.

The President or Secretary has the power to call a meeting of the Committee.

A quorum for Committee Meetings shall be FIVE (5) Committee persons including a Chairperson and Secretary.

Any person missing three (3) meetings without apology in one year will be excluded from the Committee.

## **7. PENALTIES AND INQUIRES**

The Committee shall make inquiries into and make decisions in connection with disputes, protest and all matters referred to the conduct of teams or members of the Association.

The Committee may expel or penalise any team or member whose conduct in the opinion of the Committee is injurious or discreditable to the character or interest of the Association.

Before any member is expelled or penalised their conduct shall be inquired by the Committee and the member(s) concerned shall be given particulars of the charge by the Secretary at least twenty four (24) hours before the charge is heard so as to be given an opportunity to defend their conduct.

Provided that a quorum of three (3) Committee persons is established when the matter is inquired into is of the opinion of the member (s) or team is guilty of such conduct or action as afore said, then the Committee may expel or suspend them from membership or otherwise penalise them.

At the committees discretion an independent committee may be raised to hear any complaints or protests. The independent committee cannot determine penalties but can make recommendations to the committee. The committee shall administer final decisions regarding protests & complaints.

Should any member fail to appear at any inquiry conducted by the Committee under this clause, the Committee may proceed in that member's absence to conduct the inquiry and to make its' findings as Herein empowered.

Members have the right of appeal against any penalty handed down by the Committee. The appeal shall be put in writing and forwarded to the Secretary no later than forty eight (48) hours, after they have been advised of the decision of the Committee

A Committee shall be formed by the existing Committee persons to handle the appeal.

## **8. MEETINGS**

The Annual General Meeting of the Association shall be held on a Wednesday during the break between seasons (July / August). Notice shall be at least twenty one (21) days in advance of such meeting.

Members shall be given notice of the meeting through their respective team captains.

The Committee shall send out a notice informing members the particulars of the meeting.

The particulars shall include where and when the meeting will be held, nature and order of business to be transacted at the meeting.

The minutes of the previous Annual General Meeting shall be read then moved & seconded or amended by members present at the AGM.

President's report, Match Secretary report and the Treasurer's report and financial statement of the Association shall also be read to the attending members.

Members at the Annual General Meetings may make by-laws necessary for the proper administration of the Association. Any by-law so made shall not be repealed, added to or amended unless and until: -

- A.** Notice of intention to propose such repeal or amendment is first given in writing to the Secretary no later than FOURTEEN (14) days prior to the date of the Annual General Meeting and included in the agenda before the meeting begins.
- B.** Repeals thus proposed and voted on at an Annual General Meeting must be approved by not less than two thirds of members present at the meeting voting thereon.

The election of committee persons for the ensuing twelve (12) months shall take place at the Annual General Meeting together with any other business mentioned in the notice convening the meeting.

A special meeting of the members may be called at the request of the President or Secretary of the Association and the Meeting shall be held within thirty (30) days of such request.

Upon a requisition in writing of not less than one fourth on the members of the Association, the Committee shall within thirty (30) days on the receipt of such requisition, convene a "Special" meeting for the purpose specified in the requisition. Members shall be notified at least fourteen (14) days prior of the meeting.

Every requisition for a special meeting shall be signed by each member making the requisition and shall state the purpose of the meeting. A notice may be given by the Association to any member by serving the member with the notice personally or by sending it by post to the address appearing on the register. Where a notice has been sent by post, service of the notice shall be deemed effected if it is properly addressed and posted to the member by ordinary prepaid mail.

A notice may be given to delegate of each team and that delegate shall distribute said notice to each and every member of his or her team.

The President of the Association shall chair the Annual General Meeting and any other meetings called by the committee or members of the Association.

In the absence of the President then the Vice President shall chair the meeting.

A pro temp chairperson shall be appointed on the President vacation his position at the Annual General Meeting until the election of the new President.

Only members present in person shall be entitled to vote at any meeting convened by the **A.C.D.A.** Inc.

A quorum of no less than (20) twenty financial members shall be in attendance to conduct a annual general meeting or a special general meeting

If Thirty (30) minutes has elapsed since the time appointed for the meeting and a quorum of members is not present the meeting convened shall lapse. The meeting shall stand adjourned until the same day of the following week. Delegates and or committee members are to be informed of the new date of the meeting. If at that meeting a quorum is not formed then the members present at the meeting shall form a quorum.

**9. OFFICE BEARERS:**

The Office Bearers of the Association shall be:  
President  
Vice President  
Secretary  
Treasurer  
Match Secretary

No Office Bearer of the Association shall receive any remuneration for his services. A Special General Meeting may, by a resolution of three-fourths of the members present and voting, remove any Office Bearer or Member of the Committee from office before the period of expiration of his office.

**10. EXECUTIVE COMMITTEE**

The President, Secretary and Treasurer or any two (2) of them shall constitute the Executive of the Association and may act in any way beneficial to the Association when immediate action is required and it is not practicable or convenient to call a meeting of the Committee. Any exercise of Executive power under this clause will be referred for approval to the next meeting of the Committee.

**11. DUTIES OF OFFICERS**

**PRESIDENT**

The President shall preside at all meetings and committee meetings that require his / her attendance and shall ensure all meetings and business is conducted in a proper manner He / She may call at his / her discretion Special General Meetings to ensure the well being and efficient running of the Association. At all meetings the Presidents decision on points of order shall be final. He / She has a casting vote but not a deliberate vote at all meetings.

**VICE PRESIDENT**

The Vice President shall assist the President in his/her duties and in the Presidents absence at any meeting, shall chair such meeting and assume the duties of the same. He / She has a deliberate vote at all meetings, except when acting as President where he/she has a casting vote only.

**SECRETARY**

The Secretary shall attend all meeting and carry out any duties as directed by the committee.  
He / She shall keep a true and proper record of minutes of all meetings and attend to all correspondence and issue notification of all meetings. He / She shall answer on behalf of the committee correspondence subject to the committee's decision.  
He / She has a deliberate vote at all meetings.

## **TREASURER / PUBLIC OFFICER**

The Treasurer shall receive all monies payable to the Association and issue receipts for the same.

All monies so received shall be paid into the banking account of the Association no later than two working days of the receipt of said monies.

He / She shall at all meetings present a balance of the finances of the Association and shall keep proper books of all monies received and disbursed and generally perform such duties as are required or directed by the committee from time to time.

He / She shall submit an annual report, duly audited and signed by the **A.C.D.A.** appointed auditor at the Annual General Meeting.

He / She shall control the associations property register & conduct an annual inspection / check of the associations property. Reporting to the association at the Annual General Meeting.

He / She has a deliberate vote at all meetings.

## **MATCH-SECRETARY**

He / She is responsible for collection of all match score sheets and the collation of results for all divisions.

He / She shall make available an updated premiership table to all teams in the Association and prepare the programs for all divisional matches and championships for each season. These programs shall be tabled at a committee meeting for discussion and approval by the committee of the Association prior to distribution.

He / She has a deliberate vote at all meetings.

## **ASSISTANT MATCH SECRETARY**

The Assistant Match Secretary shall assist the Match Secretary in all his / her duties and in his / her absence act in that capacity. He/She has a deliberate vote at all meetings.

## **12. FINANCES**

The financial YEAR shall be from the 1st of July to the 30th of June of the following year.

All monies shall be paid into the banking account of the Association.

No monies shall be drawn from the Associations account save by cheque signed by the bank signatories authorised by the committee.

No cheque shall be signed or money withdrawn unless such withdrawal has been approved by the committee or in the case of urgency by the Executive.

The books and accounts of the Association shall be audited by an auditor prior to the Annual General Meeting appointed by the committee or members at the Annual General Meeting.

## **13. TRUSTEES**

Unless otherwise determined the members of the committee shall be the trustees of the Association, to hold any property real or personal belonging to the Association.

**14. PROPERTY / ASSETS**

The property, assets and income of the Association, wherever derived shall be applied towards the promotion of the objectives of the Association. No portion thereof shall be paid or transferred to any member either directly or indirectly by way of remuneration.

All association property shall be recorded within a property register, a yearly audit / inspection of the association's property shall be carried out & recorded within the committee's minutes.

Should the Association cease to function, any member holding monies or property shall return the same to the committee.

**15. MEMBERS RESPONSIBILITIES**

All members of the **A.C.D.A.** must at all times while on **A.C.D.A.** business conduct themselves in such a manner that can only bring credit to the Association.

**16. DISSOLUTION**

The Association may be dissolved or wound up only upon the resolution carried by a majority of three quarters of members present and voting thereon at a general meeting called for such purpose.

If upon the dissolution or winding up of the Association there remains, after the satisfaction of all its' debts and liabilities any property whatsoever the same shall not be paid to the members but shall be given to a charity or charities as determined by the members of the Association in general meeting.

**17. AMENDMENTS TO THE CONSTITUTION**

This shall be the only constitution of the **Adelaide Central Darts Association** and shall come into force forthwith and shall not be varied or altered, added to or repealed unless two thirds of the financial members present at an Annual General Meeting or Special General Meeting convened for that purpose are in favour of such alterations, variations or repeal.

Amendment date            5 August 2015