

Memorandum of Articles of Association,  
Rules and/or By Laws of the Club.  
Constitution

1. Name

The club shall be called the Mullumbimby Tennis Association Inc.

2. Objects

- (a) The primary objective of this club is to foster the Junior players of the Mullumbimby District whilst providing facilities for other Club activities, e.g. Ladies, Mens, and Mixed Competitions etc. Also to provide adequate court availability for those who wish to play only socially.
- (b) To promote, encourage and control the game of tennis in the Mullumbimby district, and the doing of all such things as are incidental or conducive to the attainment of this object.
- (c) To hear and determine appeals from members of the Club on matters of dispute and reference and to reprimand fine or suspend the membership of any member.
- (d) To purchase, take on lease or in exchange, hire or otherwise acquire any real or personal property and any rights or privileges, which the Club may think necessary or convenient.
- (e) To invest or deal with monies of the Club not immediately required in such manner as from time to time may be required.
- (f) To borrow, or raise, or secure payment in such manner as the Club shall think fit.
- (g) To raise money by subscriptions and/or sponsorship, and to grant rights and privileges to subscribers.
- (h) To devote any part of the funds of the Club towards the expenses of tournaments or other competitions conducted by the Club, including provision of trophies.
- (i) To do all or any of the foregoing matters, or things either alone or in conjunction with any persons, associations, sponsors or corporate bodies and with any duly constituted authority acting on behalf of the crown.

3. Membership

- (a) Eligibility: Membership of the Club shall be open to players who are of the standard required by the Committee. They shall also pay all dues as set by the Club on a date, which shall be set by the Club before the start of each competition.
- (b) All players shall be required to sign a form to agree to club constitution and by-laws.

(c) Admission: the Club at a General Meeting shall have the power to approve or reject applications for membership.

(d) Life Membership: notwithstanding anything to the contrary herein contained, an individual who has given outstanding service to the Club, may by a resolution passed by a two-thirds majority at an Annual General Meeting, after nomination by a member be elected as a Life Member of the Club.

A Life Member shall be presented with a badge, signifying his or her membership. He or she shall be admitted free of charge to all functions of the Club, and shall be invited to attend all such functions. The Secretary shall maintain a Register of Life Membership.

(e) Withdrawal from membership: A member may withdraw from membership, provided however that no refund of fees shall be payable, and provided that member has paid all monies due to the Club.

(f) Expulsion: The Club may by resolution at a General Meeting expel a member from membership, and there shall be no refund of fees. All references to Members in this Constitution, unless otherwise stated, refers to financial members.

#### 4. Membership Fees

(a) Each member shall pay the club membership fees, of amounts as determined by a General Meeting.

Subscriptions shall be payable on admission to the Club, in any other case on or before the beginning of the first competition of the year. People who join after this date shall pay before being allowed to play.

(b) Any member failing to pay subscriptions within the due date shall be liable to a fine as determined by the Club and any member failing to pay his or her subscription within 2 weeks of the due date shall cease to be a member of the Club. Any such member may be re-admitted upon application, at the discretion of a General Meeting upon payment of such arrears of subscriptions and fine as may be imposed.

(c) The Club shall determine subscriptions, which will include membership fee and Public Liability Insurances. An option to be given to all members to affiliate with Tennis N.S.W. to secure Personal Injury Insurance.

(d) Membership fee, Tennis N.S.W. Public Liability Insurance, shall be in respect of the calendar year in which they are due and paid, expiring on 31st December each year. The individual Tennis N.S.W. affiliation fee shall be in respect of the financial year, expiring on 30th June of such year.

#### 5. Honorarium

For services rendered, may be paid to any Office Bearers, Trustees, Public Officer, Auditor or the Club; or to any person or professional person engaged by the Club, by a resolution at the Annual General Meeting, which shall fix any such honorarium for the ensuing year, or for the period term of engagement.

## 6. Remuneration

The income and property of the Club shall be applied solely towards the promotion of the objects of the Club, as set out in Clause 2 of this Constitution, and no portion shall be paid or transferred directly or indirectly by way of profit to the members of the Club, provided that nothing herein shall prevent the payment in good faith of an honorarium or remuneration as set out in Clause 5 of this Constitution.

## 7. Financial Year

The financial year of the Club shall be from the first day of January till the last day of December in the same year.

## 8. Bank Account

All monies received shall be paid into such banks as nominated by a General Meeting of the Club from time to time in the name of the Club, and the account and/or accounts shall be operated on cheques signed by two members from the office bearers appointed by the committee.

## 9. Auditor

At the General Meeting an Auditor shall be elected to hold office for the ensuing year.

## 10. Patrons

A suitable person and or persons may be elected as a patron at each Annual General Meeting.

## 11. Eligibility for Position as an Office Bearer

No person shall be entitled to become an office bearer of the club, unless that person is a financial member of the Club. Any office bearer who ceases to be a financial member of the Club shall forthwith vacate his/her office.

## 12. Office Bearers

The office bearers of the Club shall be President, Vice-President, Secretary, Treasurer, Publicity Officer and Chairperson of the Social Committee.

The office bearers shall be elected at the Annual General Meeting and will hold office from the end of that Annual General Meeting until the next Annual General Meeting.

If a position of office bearer falls vacant during the year, the appointment of an office bearer to fill the vacancy shall be made at a General Meeting.

### 13. Sub Committees

The committee may from time to time appoint from among their members such sub-committees as they deem necessary to expedient, and may depute or refer to them such of the powers and duties of the committee as the Committee may determine. Such sub-committees shall, at such times as the committee may require, report their proceedings to the Committee and shall conduct their business in accordance with the directions of the Committee.

### 14. Voting at Meetings

At General Meetings, financial members only shall be eligible to vote.

At Grading Committee Meetings, executive and grading committee members only shall vote.

Voting shall be on a show of hands, unless a poll is required by at least two persons entitled to vote at the meeting. A poll shall be taken in such a manner as the chairperson directs. In the event of the voting being equal on any motion, the chairperson shall have a casting vote, in addition to his /her deliberate vote. A simple majority shall carry a motion, except as provided in this Constitution.

### 15. Times and Place of Meetings

Ordinary meetings of the Club shall be held quarterly, except for the month of January, at such time and place as is determined by an Ordinary General Meeting.

### 16. Notices

Any notices required to be given in writing under this Constitution, shall be displayed on the Club notice board, and the date that notice was first displayed shall be clearly marked on the notice.

### 17. Quorum at General Meeting

At General Meetings held of the executive committee plus one shall constitute a quorum.

If within half an hour from the time appointed for the meeting a quorum is not present, and if convened on the requisition of members, the meeting shall be dissolved and in any other case it shall stand adjourned to the same day in the next week, at the same time and place, and if at the adjourned meeting a quorum is not present within half an hour from the time appointed the delegates or the

alternate delegates present shall form a quorum. If a quorum is present, the meeting will open at time designated.

#### 18. Chairman/President

The President shall be chairperson at all General Meetings and Management Meetings, but in his/her Absence the Vice-President shall preside as chairperson. In the absence of the president and vice-President, the meeting shall elect a chairperson.

#### 19. Annual General Meeting

The Annual General Meeting of the Club shall be held in February each year. The starting time will be 7:30pm at the Mullumbimby Tennis Centre Clubhouse.

A notice advertising the date and starting time of the meeting shall be put on the club notice board one month before meeting.

The following business shall be transacted at the Annual General Meeting.

- i) Approval of the minutes of the previous Annual General Meeting and the minutes of any other General Meetings held since and the consideration of any other matters arising there from.
- j) Presentation of the Annual Report for the preceding Financial Year.
- k) Election of Patron and/or Patrons for the ensuing year.
- l) Election of office bearers for the ensuing year.
- m) Election of an auditor for the ensuing year.
- f) Election of Life Members.
- g) Fixing of honorariums for the ensuing year.
- h) Consideration of any notices of motion lodged with the Secretary as provided for in this constitution.
- i) General Business.

#### 20. Club Captain and Registrar

The Club Captains shall be elected at Annual General Meetings and form part of the Grading Committee.

The duties of the captains and/or coach are to chair grading meetings and organize grading of new and Existing players. They should also be arbitrators of disputes on competitions regarding the rules of tennis and interpretation of By-Laws.

## 21. Grading and Match Committee

A Grading and Match Committee shall consist of Club Captains plus elected Grading Committee members.

The Grading Committee shall be responsible for grading of individuals and teams for Mullumbimby internal competitions.

The captains and/or coach shall call and conduct meetings which they deem necessary and report to Committee results of these meetings.

## 22. Correspondence

Unless otherwise provided for by this Constitution or by any By-Law of the Club, all correspondence and all matters required to be submitted in writing to the Club shall be addressed to the Secretary, Mullumbimby Tennis Association.

## 23. Ordinary General Meetings

General Meetings of the Club which are not an Annual General Meeting or a Special General Meeting or a Sub Committee Meeting are Ordinary General Meetings.

Each club member shall receive seven days notice of an Ordinary meeting by way of the club notice board.

## 24. Special General Meetings

An Ordinary General Meeting may at any time, for a special purpose, call a Special General Meeting and it shall do so forthwith upon requisition by way of Club Notice Board stating the special purpose for which the meeting is required.

Fourteen days notice of Special General Meeting is required.

General Business shall not be transacted at a Special General Meeting.

## 25. By-Laws and Regulations

An Ordinary General Meeting in addition to any powers specially conferred shall have the power to make By-Laws and Regulations and to do such things as it shall think expedient for carrying out the objects of the Club.

## 26. Alteration to Club By-Laws

A member, provided he has the support of at least two other members, may propose that a new By-Law be adopted or an existing By-Law be amended, altered or deleted.

Notice of any such proposal shall be given to the Secretary or President in writing, signed by each person who supports the proposal at least twenty-one days in advance of the next General or Special General Meeting.

The meeting shall fix the date on which an approved additional amendment or deletion shall become operative which shall not be later than the date of the Annual General Meeting next following.

## 27. Alteration to the Constitution

Notice of intention to propose any alteration to the Constitution shall be given to the Secretary, in writing, signed by at least two members, at least twenty-eight days prior to a Special General Meeting to be called for that purpose.

A copy of any such alteration shall be put on the Club Notice Board at least fourteen days prior to the Meeting. All Committee members shall be informed by the Secretary about the meeting.

A motion to alter the Constitution shall be carried by a two-thirds majority vote of the members present and voting on the motion.

28. Dissolution

The Club shall not be dissolved without the consent of a two-thirds majority of financial members.

Upon dissolution any assets and funds on hand, after payment of all expenses and liabilities, shall be given to the Byron Shire Council to be allocated to the sport of Tennis in this Shire.

If any Affiliated Club of this Association ceases to exist, all funds, property etc. revert into the hands of the governing Authority, namely the Mullumbimby Tennis Association.

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