



WESTERN AUSTRALIAN  
**CHRISTIAN FOOTBALL**  
ASSOCIATION

# RULES

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On 6 November 2001, this version was adopted by the Association (under its former name). This version includes all changes required by the same Association meeting held on 6 November 2001.

Only subsequent change is the new Association name implemented throughout (27 Feb 2002). This version was accepted by Dept of Consumer & Employment Protection in incorporating WACFA on 8th March 2002.

9/2/2010, Name changed to WACFA, and membership rule 6.2.4.3 was changed to include just club officer, head coach and manager. Rule 6.2.4.4 was added to specifically address membership of officials who do not sign a form 2.

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# I NAME OF THE ASSOCIATION

The name of the incorporated association shall be Western Australian Christian Football Association Inc (in these Rules called "the Association").

## 2 DEFINITIONS AND INTERPRETATIONS

### 2.1 Definitions

In these Rules, unless the context requires otherwise-

**"Affiliate Member"** means a Club or association admitted as an Affiliate Member of the Association under Rule 6.3;

**"Annual General Meeting"** means a General Meeting of the Association conforming to the requirements for the Annual General Meeting set out in Rule 16.10 and in the Act;

**"Auditor"** means the person appointed as Auditor of the Association in accordance with Rule 17;

**"By-Laws"** means the By-Laws of the Association made in accordance with Rule 20;

**"Chaplain"** means an Office Bearer of the Association holding the office of Chaplain in accordance with Rule 11;

**"Christian"** [adjective] means that the person or organisation so described must believe in and completely support the entire Statement Of Faith set out in Rule 3;

**"Christian"** [noun] means a person who believes in and completely supports the entire Statement Of Faith set out in Rule 3;

**"Club"** means an organisation existing for purposes which include the fielding of teams of soccer players;

**"Club Officer"** means a president, secretary, treasurer, chaplain or other member of the governing body, however designated, of a Club;

**"Executive"** means the Executive of the Association established in accordance with Rule 13, and which is a part of the Management Committee;

**"General Meeting"** means a meeting of the Association called in accordance with Rule 16, and includes the Annual General Meeting;

**"Information Meeting"** means a meeting of Members held in accordance with Rule 15;

**"Life Member"** means a person admitted as a Life Member of the Association under Rule 6.4;

**"Management Committee"** means the Management Committee of the Association established in accordance with Rule 12;

**"Member"** means a Member Club, Affiliated Member or Life Member of the Association;

**"Member Club"** means a Club admitted as a Member Club of the Association under Rule 6.2;

**"Office Bearer"** means an Office Bearer of the Association holding office in accordance with Rule 11;

**"Patron"** means the Patron of the Association holding office in accordance with Rule 7;

**"Player"** means any soccer player registered as such with a Member Club or Affiliate Member;

“**President**” means an Office Bearer of the Association holding the office of President in accordance with Rule 11;

“**Register**” means the Register of Members and Office Bearers of the Association to be kept in accordance with Rule 8;

“**Rules**” means these Rules of the Association which are subject to the provisions of Rule 19;

“**Secretary**” means an Office Bearer of the Association holding the office of Secretary in accordance with Rule 11;

“**Soccer Season**” means the period in each year commencing on the date of the first soccer match organised by the Association and terminating on the date of the last soccer match organised by the Association;

“**Special Resolution**” means a Special Resolution as defined in the Act and as further defined by Rule 16.11;

“**Sub-Committee**” means a Sub-Committee of the Association appointed by the Management Committee in accordance with Rule 14;

“**the Act**” means the Associations Incorporation Act 1987; and

“**Treasurer**” means an Office Bearer of the Association holding the office of Treasurer in accordance with Rule 11.

## 2.2 Interpretation

In these Rules except to the extent that the context otherwise requires-

- (a) headings and underlinings are for convenience only and do not affect the interpretation;
- (b) any word importing the singular shall include the plural and vice versa;
- (c) any word importing a gender shall include any gender;
- (d) any numbered reference to a rule refers to one of these Rules and refers in particular to the Rule bearing that number including all parts of that Rule numbered with subsidiary numbers (for example “Rule 3.2” refers to Rule 3.2 including all its parts designated as Rule 3.2.1, Rule 3.2.2 etc. and Rule 3.2.1.1 etc.); and
- (e) each reference in these Rules to an Act of Parliament, statute, regulation or ordinance, or to any section or provisions thereof, shall be read as though the words “or any statutory modification or re-enactment thereof, and regulations, ordinances, by-laws and other statutory instruments promulgated or issued thereunder” were added to such reference.

## 3 STATEMENT OF FAITH

All persons described as Christians in these Rules and in the By-Laws hold a personal belief in without exception-

- 3.1 one God eternally existent in three Persons: Father, Son and Holy Spirit;
- 3.2 the sovereignty of God in creation, providence, redemption, revelation and final judgement;
- 3.3 the Divine inspiration of the original documents of the Bible (66 books), its entire trustworthiness, sufficiency and supreme authority in all matters of faith and conduct;
- 3.4 the deity of our Lord Jesus Christ, His virgin birth, His sinless life, His miracles, His atoning death on the cross as our representative and substitute, His bodily resurrection, His

- ascension to the right hand of the Father, His mediatorial work and His personal, visible return in power and glory;
- 3.5 the sinfulness and guilt of all mankind, rendering them subject to God's wrath and condemnation;
  - 3.6 justification of the sinner by the grace of God through personal faith in Christ alone, and regeneration by the Holy Spirit;
  - 3.7 the receiving and indwelling of the Holy Spirit at conversion, and His continuing work in the heart and life of the believer;
  - 3.8 the one holy universal church, the body of which Christ is the Head, to which all true believers belong; and
  - 3.9 the resurrection and judgement of all mankind: the believer to life everlasting, and the unbeliever to eternal damnation.

## 4 OBJECTS OF THE ASSOCIATION

- 4.1 The objects of the Association are-
  - 4.1.1 to support Christian families by maintaining a Christian-led organisation through which the Christian community can-
    - (a) provide quality organised soccer, to be played only on days other than Sundays, Good Friday, Easter and Christmas Day; and
    - (b) teach and encourage Players to choose and maintain correct Godly responses on the sporting field and in all situations in life; and
  - 4.1.2 to encourage the establishment of similar Christian sporting organisations throughout the wider community.
- 4.2 Property and income of the Association  
The property and income of the Association shall be applied solely towards the promotion of the objects of the Association and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to Members, except in good faith in the promotion of those objects.

## 5 POWERS

- 5.1 Powers of the Association conferred by the Act  
The incorporated Association may exercise all powers conferred on it under section 13 of the Act.
- 5.2 Further powers of the Association  
The Association may also-
  - 5.2.1 do all such things as are necessary to ascertain that the Christian character of any person who is or applies to be or is nominated to be-
    - (a) in any class of membership of the Association;
    - (b) an Office Bearer or Sub-Committee member or other agent of the Association; or
    - (c) in any position of authority within any Member Club, conforms to the requirements of the Association;
  - 5.2.2 regulate the conduct of Players, parents of Players, Club Officers, coaches, referees and other persons attending matches, fixtures and competitions

organised by the Association, and enforce order and discipline among all involved; and

- 5.2.3 do all such other things as are incidental or conducive to the attainment of the objects and the exercise of the powers of the Association.

## 6 MEMBERSHIP

### 6.1 Classes of membership

The membership of the Association shall consist of the following classes –

- (a) Member Clubs;
- (b) Affiliate Members; and
- (c) Life Members.

### 6.2 Members Clubs

6.2.1 The inaugural Member Clubs of the incorporated Association on the date of its incorporation shall be-

- (a) Armadale Christian Soccer Club;
- (b) Carey United Christian Soccer Club;
- (c) Greyhounds Christian Soccer Club;
- (d) Joondalup City Kings Christian Soccer Club;
- (e) Junior Strikers Christian Soccer Club;
- (f) Kingsway United Soccer Club;
- (g) Riverside Christian Soccer Club; and
- (h) Valley United Christian Soccer Club.

6.2.2 A Club may become a Member Club of the Association by receiving, in such form as the Management Committee shall prescribe from time to time-

- (a) the nomination of a Member Club, seconded by another Member Club, which shall have been submitted in writing to the Secretary; and
- (b) the subsequent approval of the Management Committee.

6.2.3 A Club which was a Member Club at the most recent Annual General Meeting and which applies to the Association to renew its membership in such manner as the Management Committee shall from time to time decide, is not required to follow the procedure set out in Rule 6.2.2.

6.2.4 A Club, in order to fulfil the requirements for initial and continuing membership of the Association as a Member Club, must-

6.2.4.1 fully accept and agree with the objects of the Association;

6.2.4.2 be administered by at least four Club Officers including-

- (a) a president;
- (b) a secretary;
- (c) a treasurer; and
- (d) a chaplain

whose names are registered with the Association in such manner as the Management Committee shall determine from time to time; and

6.2.4.3 ensure that each and every Club Officer, team head coach, team manager, is a Christian who-

- (a) support the objects of the Association;
- (b) believes in and completely supports the entire Statement Of Faith set out in Rule 3;

- (c) regularly attends and is accountable to a constituted Christian church or recognised Christian fellowship that considers itself as belonging to the body of which Christ is the Head in accordance with Rule 3.8; and
  - (d) leads a life that is compatible with biblical Christian principles.
- 6.2.4.4 ensure that referees, assistant coaches and persons holding other positions in the club except those described in Rule 6.2.4.3, are people who
  - (a) support the objects and rules of the Association;
  - (b) support the bylaws of the Association
- 6.2.5 The Management Committee of the Association must cause to be completed a procedure as determined from time to time by the Management Committee which procedure shall endeavour to ensure that the requirements of Rule 6.2.4 are fully met by each Club being considered for acceptance into initial or renewed membership of the Association as a Member Club.
- 6.2.6 All Member Clubs are required to be supported by and accountable to a recognised Christian church or school of which the leadership believes in and fully supports the entire Statement Of Faith set out in Rule 3, which church or school shall be required to sign an undertaking as prescribed from time to time by the Management Committee describing its duties to that Member Club.
- 6.2.7 The number of Member Clubs
  - 6.2.7.1 In accordance with the Act, the number of Member Clubs must at all times be not less than six (6).
  - 6.2.7.2 If and only if the number of Clubs holding membership of the Association as Member Clubs becomes less than six (6)-
    - (a) the Management Committee shall promptly call a General Meeting of the Association at which the Member Clubs must elect an Office Bearer of the Association to act as a stand-in Member Club;
    - (b) the number of Clubs holding membership of the Association as Member Clubs plus the number of Office Bearers so elected as stand-in Member Clubs shall equal six (6);
    - (c) the Office Bearers so elected as stand-in Member Clubs shall perform in that capacity only the functions and duties of Member Clubs that pertain to voting at General Meetings of the Association and in particular-
      - (i) shall be considered as Member Club representatives in the determination of quorum; and
      - (ii) shall be eligible to vote in the same manner as Member Clubs in all circumstances where Member Clubs are eligible to vote; and
    - (d) subsequently one or more Office Bearers so elected as stand-in Member Clubs shall be selected by decision of the Management Committee to immediately cease in that capacity in case of any increase in the number of Clubs holding membership of the Association as Member Clubs such that the requirements of paragraph (b) are satisfied.

### 6.3 Affiliate Members

- 6.3.1 The Management Committee may from time to time admit or re-admit to affiliate membership of the Association a Club or association having objects similar to the objects of the Association.
- 6.3.2 An Affiliate Member may be represented at any meeting of the Association at which all Member Clubs are entitled to be represented but may not move, second or vote on any matter at any such meeting unless the conditions of Rule 6.3.3 are met.
- 6.3.3 A particular Affiliate Member may move, second and vote at a particular meeting of the Association at which all Member Clubs are entitled to do likewise provided that-
- (a) the Management Committee is satisfied that all persons in leadership of the particular Affiliate Member are Christians;
  - (b) the particular Affiliate Member has been determined by a General Meeting of the Association as being eligible to vote at any meeting of the Association at which all Member Clubs are entitled to vote; and
  - (c) the particular meeting of the Association precedes the commencement of the next Annual General Meeting of the Association after the General Meeting at which the particular Affiliate Member has been determined as being eligible to vote.

### 6.4 Life Members

- 6.4.1 Life membership may be recommended by the Management Committee or by Member Clubs to be conferred by decision of a General Meeting of the Association upon those persons whom it desires to recognise as having given devoted and outstanding service to the Association.
- 6.4.2 A Life Member may-
- (a) attend any meetings of the Association, the Management Committee or any Sub-Committee;
  - (b) speak on matters raised at any meeting which the Life Member is entitled to attend but cannot, in the capacity of Life Member, move, second or vote on any matter at any such meeting; and
  - (c) except where these Rules require otherwise, be nominated for and occupy the position of an Office Bearer.

## 7 PATRON

### 7.1 Election of Patron

The Management Committee may recommend from time to time that the Association should have a Patron who shall be elected at the Annual General Meeting in each year and who shall hold office until-

- (a) the conclusion of the next succeeding Annual General Meeting; or
- (b) the Patron's prior resignation or death.

### 7.2 Vacancy - how filled

A vacancy in the office of Patron shall not be filled except at the next succeeding Annual General Meeting after the vacancy occurs.

### 7.3 Patron's involvement in the Association

- 7.3.1 The patron may-



- (a) attend any meetings of the Association, the Management Committee or any other Committee; and
- (b) speak on matters raised at any meeting which the Patron is entitled to attend.

7.3.2 The patron may not-

- (a) be nominated for or occupy the position of an Office Bearer; or
- (b) move, second or vote on any matter at any meeting which the Patron is entitled to attend.

## 8 REGISTER OF MEMBERS AND OFFICE BEARERS

### 8.1 Register to be kept

The Secretary shall cause to be kept and maintained in an up to date condition the Register of Members and Office Bearers of the Association in accordance with section 27 of the Act and that Register or an up to date copy of it shall be kept at his place of residence.

### 8.2 Further particulars in Register

Particulars shall also be entered into the Register of deaths, resignations, terminations, suspensions and reinstatements of Members and Office Bearers of the Association and any further particulars as the Management Committee may require from time to time.

## 9 SUBSCRIPTIONS OF MEMBERS

The fees and subscriptions for each class of membership are-

- 9.1 as determined by the Management Committee from time to time; and
- 9.2 payable at such time and in such manner as the Management Committee determines from time to time.

## 10 TERMINATION OF MEMBERSHIP

### 10.1 Termination of various classes of membership

#### 10.1.1 Member Clubs and Affiliate Members

10.1.1.1 The membership of each Member Club and Affiliate Member shall cease annually on a date as fixed from time to time by the Management Committee falling after the Annual General Meeting and prior to the commencement of the next Soccer Season after that Annual General Meeting.

10.1.1.2 The membership of each Member Club and Affiliate Member may also cease by resignation or expulsion from membership.

#### 10.1.2 Life Members

The membership of each Life Member may cease by resignation, death or expulsion from membership.

### 10.2 Suspension of membership

10.2.1 The Management Committee may decide to suspend the membership and privileges of any class of Member, after giving the Member reasonable opportunity for defence, by written notice with immediate effect if the Member persistently-

- (a) fails to comply with the Rules or By-Laws of the Association;

- (b) acts or behaves in a manner contrary to the objects of the Association; or
  - (c) acts or behaves in a manner considered by the Management Committee as bringing the Association into disrepute.
- 10.2.2 The Management Committee may decide if it thinks fit to reinstate the membership and privileges of any class of Member by written notice with immediate effect.
- 10.3 Expulsion from membership
  - 10.3.1 Any Member of the Association whose membership is suspended on the date of a General Meeting of the Association may be expelled from membership of the Association by a decision of that General Meeting.
  - 10.3.2 Any former Member of the Association whose membership was terminated by expulsion from the Association may re-apply for membership in the normal manner of application for membership of the Association.

## II OFFICE BEARERS

- 11.1 The Office Bearers of the Association shall consist of-
  - 11.1.1 President;
  - 11.1.2 Chaplain;
  - 11.1.3 Secretary;
  - 11.1.4 Treasurer; and
  - 11.1.5 not less than one (1) other person and not more than six (6) other persons of which the titles, duties and functions shall be determined from time to time by the Management Committee as it thinks fit.
- 11.2 Number of Office Bearers
 

The Office Bearers shall constitute at any one time not less than five (5) and not more than ten (10) persons, unless a vacancy exists.
- 11.3 Office Bearers belonging to Member Clubs
 

At any one time, not more than two (2) of the Office Bearers of the Association may belong to any one particular Member Club.
- 11.4 Duties of Office Bearers
  - 11.4.1 The President shall-
    - (a) preside as or nominate another Office Bearer as chairperson of the Management Committee, Information Meetings and General Meetings of the Association; and
    - (b) perform such other duties as are imposed by these Rules or the By-Laws on the President or ordinarily pertain to the office of President.
  - 11.4.2 The Chaplain shall-
    - (a) be responsible for promotion within the Association of those objects of the Association which relate to the Christian faith and to Christian principles; and
    - (b) perform such other duties as are imposed by these Rules or the By-Laws on the Chaplain or ordinarily pertain to the office of Chaplain.
  - 11.4.3 The Secretary shall-
    - (a) administer the affairs of the Association as directed by the Management Committee and in accordance with these Rules;
    - (b) co-ordinate the correspondence of the Association;

- (c) cause to be kept full and correct minutes of the proceedings of the Management Committee and of the Executive and of General Meetings of the Association;
- (d) ensure compliance of the Association with relevant sections of the Act including the relevant requirements of sections 27, 28, 29 and 40 of the Act;
- (e) have custody of all books, documents, records and registers of the Association or up to date copies thereof, other than those required by these Rules, the By-Laws or a decision of the Management Committee to be kept and maintained by other Office Bearers of the Association; and
- (f) perform such other duties as are imposed by these Rules or the By-Laws on the Secretary or ordinarily pertain to the office of Secretary.

11.4.4 The Treasurer shall-

- (a) be responsible for the receipt of all moneys paid to or received by, or by him on behalf of, the Association and shall cause to be issued receipts for those moneys in the name of the Association;
- (b) pay all moneys referred to in paragraph (a) into such account or accounts of the Association as the Management Committee may from time to time direct;
- (c) make payments from the funds of the Association with and only with the authority of the Management Committee or the Executive and in compliance with Rule 18.2;
- (d) ensure compliance of the Association with sections 25 and 26 of the Act in respect of the accounting records of the Association;
- (e) whenever directed to do so by the President or by the chairperson of the Management Committee, submit to the Management Committee a report on the finances of the Association in accordance with that direction;
- (f) have custody of all securities, books and documents of a financial nature and accounting records of the Association, including those referred to in paragraphs (d) and (e); and
- (g) perform such other duties as are imposed by these Rules or the By-Laws on the Treasurer or ordinarily pertain to the office of Treasurer.

11.5 Appointment of Office Bearers

11.5.1 Christian character

Each Office Bearer of the Association must be a Christian who-

- (a) supports the objects of the Association;
- (b) believes in and completely supports the entire Statement Of Faith set out in Rule 3;
- (c) regularly attends and is accountable to a constituted Christian church or recognised Christian fellowship that considers itself as belonging to the body of which Christ is the Head in accordance with Rule 3.8; and
- (d) leads a life that is compatible with biblical Christian principles.

11.5.2 Procedure to confirm suitable candidates

11.5.2.1 The Management Committee of the Association must cause to be completed a procedure as determined from time to time by the Management Committee to confirm suitable candidates, which procedure shall endeavour to ensure that the requirements of Rule 11.5.1 are fully met by each candidate for each vacant Office Bearer position.

- 11.5.2.2 The procedure to confirm each suitable candidate must be completed prior to the Annual General Meeting or General Meeting at which the candidate is to stand for election or appointment as an Office Bearer, and any candidate not confirmed as suitable may not stand for election or appointment.
- 11.5.3 Appointment at Annual General Meeting
  - 11.5.3.1 Subject to any express provision in these Rules to the contrary, Office Bearers are appointed at Annual General Meetings of the Association.
  - 11.5.3.2 Office Bearer positions that are available to be appointed at the Annual General Meeting must be notified to Member Clubs in writing not less than four (4) weeks prior to the date of that Annual General Meeting.
  - 11.5.3.3 Candidates for each vacant Office Bearer position may be proposed in writing to the Secretary by any individual Member Club but not otherwise.
  - 11.5.3.4 Nominations and proposals of candidates for Office Bearer positions must be received by the Secretary in writing not less than one (1) week prior to the date of the Annual General Meeting.
  - 11.5.3.5 If there is more than one candidate for a particular Office Bearer position, the preferred candidate must be chosen by election at the Annual General Meeting.
  - 11.5.3.6 The candidate, or preferred candidate if an election is required and carried out, for a particular Office Bearer position shall be appointed to that position if and only if he receives approval by means of a decision of the Annual General Meeting.
  - 11.5.3.7 A decision of the Annual General Meeting to appoint an Office Bearer must be made by a majority of not less than three fourths of the votes cast.
  - 11.5.3.8 Failure to appoint any candidate to a particular Office Bearer position at the Annual General Meeting results in a vacancy.
- 11.6 Period of office of Office Bearers of the Association
  - 11.6.1 Subject to any express provision in these Rules to the contrary, Office Bearers take office with immediate effect following their appointment and continue in office for more than one (1) year and not more than two (2) years until the conclusion of the second Annual General Meeting following the General Meeting at which they were appointed.
  - 11.6.2 Subject to any express provision in these Rules to the contrary, Office Bearers may continue in office without interruption by reappointment to the same office or appointment to a different office through the normal procedure for appointment of Office Bearers of the Association at the Annual General Meeting.
  - 11.6.3 As nearly as is reasonably practicable, and subject to any provision in these Rules to the contrary, one half of the Office Bearer positions should become available for appointment at any particular Annual General Meeting, and the remainder of the positions should become available at the next Annual General Meeting.
  - 11.6.4 Expulsion of Office Bearers from office
    - 11.6.4.1 An Office Bearer of the Association may be expelled from office if he persistently-
      - (a) fails to comply with the Rules or By-Laws of the Association;

- (b) acts or behaves in a manner contrary to the ethos and objects of the Association; or
- (c) acts or behaves in a manner considered by the Management Committee as bringing the Association into disrepute.

- 11.6.4.2 The expulsion of an Office Bearer shall take immediate effect after written notice is served to the Office Bearer in question, which written notice shall have been served after-
- (a) the Office Bearer shall have been given reasonable opportunity for defence;
  - (b) a decision to expel him from office shall have been made by the Management Committee; and
  - (c) that decision shall have been subsequently approved by a decision of a General Meeting of the Association.

#### 11.7 Inaugural Office Bearers of the incorporated Association

The inaugural Office Bearers of the incorporated Association on the date of its incorporation shall be-

- (a) Mr David del Pino of 25 Javon Loop, Alexander Heights, WA;
- (b) Mrs Eleni del Pino of 25 Javon Loop, Alexander Heights, WA;
- (c) Mr Peter Thomas of 2 Galway Grove, Waterford, WA;
- (d) Mr Kelvin Flynn of 13 Camm Place, Beechboro, WA;
- (e) Mr John Taylor of 134 Owtram Road, Armadale, WA; and
- (f) Mr Lindon Reid of 11 Harold Street, Gosnells, WA.

#### 11.8 Vacancies in Office Bearer positions

##### 11.8.1 Casual vacancy

A casual vacancy in any of the Office Bearer positions occurs if the Office Bearer-

- (a) dies or is permanently incapacitated for medical reasons;
- (b) resigns from office; or
- (c) is expelled from office.

##### 11.8.2 Filling of a vacancy

11.8.2.1 A vacancy in any of the Office Bearer positions occurring by-

- (a) expiry of the period of office in accordance with Rule 11.6;
- (b) casual vacancy; or
- (c) decision of the Management Committee, subject to the provisions of Rules 11.1 and 11.2, that an additional Office Bearer position is required,

shall, if the filling of that vacancy is required by these Rules or the By-Laws or decision of the Management Committee, be filled at the earliest practicable opportunity.

- 11.8.2.2 The vacancy shall be filled at a General Meeting of the Association by the procedure set out in Rule 11.5.3 as if the General Meeting were an Annual General Meeting.

## 12 MANAGEMENT COMMITTEE

### 12.1 Composition of the Management Committee

The members of the Management Committee of the Association shall consist of and be limited to all of the Office Bearers of the Association.

### 12.2 Functions and powers of the Management Committee

12.2.1 Except where specifically provided otherwise in these Rules, the affairs of the Association shall be managed by the Management Committee of the Association in accordance with these Rules and the By-Laws.

12.2.2 The Management Committee shall give all due consideration to matters relevant to the Association which have previously been raised and discussed at an Information Meeting of the Association.

12.2.3 Except where specifically provided otherwise in these Rules, the Management Committee shall cause to be applied all disciplinary procedures set out in these Rules and in the By-Laws, and shall cause to be in effect an appeals procedure against outcomes of such disciplinary procedures.

12.2.4 The Management Committee shall have such additional powers and authority as may be conferred on it at a General Meeting of the Association and shall exercise all powers and do all such acts and things as may be done by the Association for the furtherance of the objects of the Association.

### 12.3 Meetings of the Management Committee

Subject to any express provision in these Rules or the By-laws to the contrary, the Management Committee shall meet at least once every three months but may otherwise meet and regulate its proceedings as it thinks fit.

### 12.4 Chairperson of the Management Committee

12.4.1 The chairperson of the Management Committee shall be the President or another Office Bearer of the Association nominated by the President.

12.4.2 If the President and his nominated chairperson are absent from the meeting, the members of the Management Committee present shall elect one of their number to preside as chairperson at the meeting.

### 12.5 Quorum at Management Committee meetings

The quorum at a meeting of the Management Committee is any number of persons exceeding one half of the number of members of the Management Committee.

### 12.6 Decisions at Management Committee meetings

Except where these Rules specifically provide otherwise, all decisions at meetings of the Management Committee are made by simple majority of votes cast, which majority must also comprise not less than four (4) votes. The chairperson of the meeting has a casting vote.

### 12.7 Proxies at Management Committee meetings

Attendance and/or voting by proxy is not permitted at meetings of the Management Committee.

### 12.8 "Flying" resolution

A resolution in writing signed by not less than three-fourths of the persons who are members of the Management Committee for the time being shall be as valid and effectual as if it had been passed at a meeting of the Management Committee duly convened and held. Any such resolution may consist of several documents in like form

including documents transmitted by facsimile, each signed by one or more members of the Management Committee.

#### 12.9 Minutes of Management Committee meetings

The Secretary shall cause to be recorded and kept full and correct minutes of each Management Committee meeting and make copies of them available to Members on request.

## 13 EXECUTIVE

### 13.1 Composition of the Executive

The Executive of the Association shall form as required for the purpose of making a decision between meetings of the Management Committee and consists of-

- (a) the President or in his absence another member of the Management Committee as nominated and notified to the Management Committee by him from time to time;
- (b) the Secretary or in his absence another member of the Management Committee as nominated and notified to the Management Committee by him from time to time; and
- (c) other members of the Management Committee contacted at the time of the required decision by the persons specified in paragraphs (a) and (b) such that the Executive includes not less than four (4) members of the Management Committee.

### 13.2 Function of the Executive

13.2.1 The Executive has power between meetings of the Management Committee to conduct such business of the Association as in the reasonable opinion of the President or in his absence his nominated replacement in the Executive is of an emergent nature.

13.2.2 The powers of the Executive include without limitation-

- (a) deciding on scheduling and rescheduling of fixtures due to adverse weather conditions or other constraints;
- (b) arranging for the expedient handling of disciplinary matters; and
- (c) authorising the expenditure of Association funds not exceeding an amount as determined from time to time by the Association at a General Meeting.

### 13.3 Decisions of the Executive

13.3.1 A decision of the Executive must be made by a unanimous vote of the members of the Executive for the time being.

13.3.2 A decision of the Executive may be made using any reasonable means of communication and must be caused to be minuted in writing by the Secretary or in his absence his nominated replacement in the Executive and copied as soon as reasonably practicable to all the members of the Management Committee.

13.3.3 The Secretary shall cause to be provided to Members copies of the minutes of decisions of the Executive on request.

## 14 SUB-COMMITTEES

### 14.1 Establishment of Sub-Committees

The Management Committee may establish from time to time any Sub-Committee to assist in the affairs of the Association as required by these Rules or the By-Laws or as determined by a decision of the Management Committee.

## 14.2 Management Committee to govern Sub-Committees

The Management Committee shall-

- (a) appoint the chairperson of each Sub-Committee appointed pursuant to Rule 14.1;
- (b) fill any vacancies that may occur in such Sub-Committees;
- (c) determine the period of office of each member of each such Sub-Committee; and
- (d) prescribe the duties and powers of each such Sub-Committee to the extent that they are not prescribed in these Rules or in the By-Laws.

# 15 INFORMATION MEETINGS

## 15.1 Purpose of Information Meetings

15.1.1 The affairs of the Association shall be reported to Members by the Management Committee at Information Meetings.

15.1.2 The affairs of the Association may be debated at Information Meetings, but no decisions will be made that are binding on the Management Committee, the Association or its Members.

## 15.2 Attendance at Information Meetings

15.2.1 Information Meetings may be attended by-

- (a) all available members of the Management Committee of the Association;
- (b) not more than four (4) representatives of each Member Club, which must all be Club Officers of that Member Club;
- (c) if they wish to attend, not more than four (4) representatives of each Member of any class other than Member Club;
- (d) any other persons permitted by these Rules or the By-Laws so to do; and
- (e) any persons invited by the Management Committee.

15.2.2 Failure of a Member Club to provide any representative at an Information Meeting may incur disciplinary action as determined by the Management Committee from time to time.

## 15.3 Frequency and calling of Information Meetings

15.3.1 Information Meetings must take place not less than two (2) times per year.

15.3.2 Information Meetings shall be called by the Secretary of the Association by notifying Members Clubs in writing not less than two (2) weeks prior to the date of the meeting.

15.3.3 An Information Meeting must be convened not more than three (3) weeks after receipt by the Secretary of a written request signed by a Club Officer representing his Club from each of several Member Clubs numbering not less than half of the then number of Member Clubs.

## 15.4 Chairperson of Information Meetings

15.4.1 The chairperson of Information Meetings shall be the President or another Office Bearer of the Association nominated by the President.

15.4.2 If the President and his nominated chairperson are absent from an Information Meeting, the members of the Management Committee present shall elect one of their number to preside as chairperson at the meeting.



## 16 GENERAL MEETINGS AND ANNUAL GENERAL MEETING

### 16.1 Calling of General Meetings

- 16.1.1 A General Meeting of the Association other than the Annual General Meeting may be called at any time as determined by the Management Committee; or
- 16.1.2 a General Meeting must be convened not more than four (4) weeks after receipt by the Secretary of a written request signed by a Club Officer representing his Club from each of several Member Clubs numbering not less than half of the then number of Member Clubs.

### 16.2 Notice of General Meetings

General Meetings shall be called by the Secretary of the Association by notifying all Members in writing not less than two (2) weeks prior to the date of the meeting.

### 16.3 Agenda of General Meetings

- 16.3.1 The Management Committee of the Association or any Member of the Association entitled on the date of submission to vote at a General Meeting, may submit items or motions relevant to the affairs of the Association for inclusion in the agenda of a General Meeting.
- 16.3.2 Items and motions for inclusion in the agenda of a General Meeting must be received by the Secretary not less than seven (7) days prior to the date of that General Meeting.
- 16.3.3 The Secretary shall communicate the agenda in writing to all Members and Office Bearers of the Association not less than two (2) days prior to the date of that General Meeting.

### 16.4 Attendance at General Meetings

- 16.4.1 General Meetings may be attended by-
  - (a) all available members of the Management Committee of the Association;
  - (b) not more than four (4) representatives of each Member Club, which must all be Club Officers of that Member Club;
  - (c) if they wish to attend, not more than four (4) representatives of each Member of any class other than Member Club;
  - (d) any other persons permitted by these Rules so to do; and
  - (e) any persons invited by the Management Committee.
- 16.4.2 Failure of a Member Club to provide any representative at a General Meeting may incur disciplinary action as determined by the Management Committee from time to time.

### 16.5 Voting at General Meetings

At a General Meeting-

- 16.5.1 the Members eligible to vote shall be without exception-
  - (a) Member Clubs or persons acting as stand-in Member Clubs under the provisions of Rule 6.2.7.2; or
  - (b) Affiliate Members eligible to vote under the provisions of Rule 6.3.3.
- 16.5.2 each Member represented at the meeting and eligible to vote shall be entitled to one (1) vote regardless of the size of the Club or association and of the number of representatives of that Member present at the meeting; and
- 16.5.3 Members are not entitled to vote-

- (a) unless all monies due and payable by that Member to the Association have been paid; or
- (b) if their membership of the Association is suspended.

16.6 Proxies at General Meetings

Attendance and/or voting by proxy is not permitted at a General Meeting.

16.7 Quorum for General Meetings

The quorum for a General Meeting is achieved when the number of Member Clubs eligible to vote for which a representative is present exceeds two-thirds of the number of Member Clubs eligible to vote as at the date of the General Meeting.

16.8 Chairperson of General Meetings

16.8.1 The chairperson of a General Meeting shall be the President or another Office Bearer of the Association nominated by the President.

16.8.2 If the President and his nominated chairperson are absent from the General Meeting, the members of the Management Committee present shall elect one of their number to preside as chairperson at the meeting.

16.9 Decisions at General Meetings

16.9.1 All decisions at a General Meeting are made by simple majority of votes cast except where these Rules specifically provide otherwise. The chairperson of the meeting has a casting vote.

16.9.2 All decisions made at a General Meeting shall be binding upon the Association including the Management Committee of the Association.

16.10 Annual General Meeting of the Association

16.10.1 Time for Annual General Meeting

The Annual General Meeting of the Association shall be held-

- (a) once in each calendar year within three (3) months after the end of the Association's financial year and prior to the commencement of the Soccer Season of the year in which the Annual General Meeting takes place; or
- (b) in the case of the first Annual General Meeting of the incorporated Association, at any time within 18 months after incorporation.

16.10.2 Conduct of Annual General Meeting

The Annual General Meeting shall be conducted in the same manner as a General Meeting with regard to the giving of notice, agenda, attendance, voting, proxies, quorum, chairperson and decisions.

16.10.3 Business of Annual General Meeting

The business of the Annual General Meeting is to-

- 16.10.3.1 decide if particular Affiliate Members are entitled to vote at meetings of the Association including the then current Annual General Meeting in accordance with Rule 6.3.3;
- 16.10.3.2 confirm the minutes of the last Annual General Meeting;
- 16.10.3.3 discuss any business arising from those minutes;
- 16.10.3.4 hear an address by the President;
- 16.10.3.5 receive and, if thought fit, adopt-
  - (a) the accounts of the Association for the preceding financial year; and
  - (b) a report from the Auditor upon the books and accounts of the Association for the preceding financial year;

16.10.3.6 **elect-**

- (a) Office Bearers of the Association in accordance with Rule 11;
  - (b) the Patron if the Association determines according to Rule 7.1 that the Association should have a Patron; and
  - (c) the Auditor for the Association's financial year during which the Annual General Meeting takes place; and
- 16.10.3.7 consider such other agenda items as shall have been submitted and communicated according to Rule 16.3.

#### 16.11 Special Resolution

16.11.1 In accordance with section 24 of the Act, a Special Resolution may be passed at a General Meeting of the Association including the Annual General Meeting if it is passed by a majority of not less than three-fourths of the Members of the Association which are entitled to vote at that meeting, provided that the notice of that General Meeting given in accordance with Rule 16.2 or the written agenda of that General Meeting given in accordance with Rule 16.3 clearly specified the intention to propose the Special Resolution.

16.11.2 Voting on a Special Resolution shall conform to the requirements of Rule 16.5.

## 17 AUDITOR

#### 17.1 Election of Auditor

At each Annual General Meeting of the Association, a person shall be elected as the Auditor of the Association.

#### 17.2 Auditor not to be Office Bearer

The Auditor of the Association may be any person who is not an Office Bearer of the Association at any time during the financial year of the Association in which he is appointed or at any time during his term of office as Auditor.

#### 17.3 Term of appointment

The person so appointed as Auditor shall hold office until the conclusion of the Annual General Meeting next after that at which he is appointed, and is eligible for reappointment.

#### 17.4 First Auditor

The first Auditor of the Association shall be appointed by the Management Committee before the first Annual General Meeting of the incorporated Association and shall hold office until the conclusion of the first Annual General Meeting.

#### 17.5 Failure to appoint Auditor

If an appointment is not made at an Annual General Meeting the Management Committee shall promptly appoint an Auditor of the Association for the then current financial year of the Association.

#### 17.6 Casual vacancy

If a casual vacancy occurs in the office of Auditor during the course of a financial year of the Association, the Management Committee shall appoint a person as Auditor and the person so appointed shall hold office until the conclusion of the next succeeding Annual General Meeting.

#### 17.7 Auditor to conduct audit

The Auditor-

- 17.7.1 shall once at least in each financial year of the Association, examine and audit all the books and accounts of the Association;
- 17.7.2 has the power to call for all books, papers, accounts, receipts etc. of the Association;
- 17.7.3 shall certify as to the correctness of the accounts of the Association;
- 17.7.4 shall report thereon to the Annual General Meeting; and
- 17.7.5 shall conduct such other audits and present such other statements as may be directed by the Management Committee from time to time.

## 18 FINANCES

- 18.1 Bank accounts or other recognised financial institution accounts  
All funds of the Association shall be deposited in the name of the Association in such bank accounts or other recognised financial institution accounts as the Management Committee may from time to time direct. All monies shall be deposited into one or more such accounts as soon as practicable after receipt thereof.
- 18.2 Issuing of cheques  
All payments exceeding an amount as determined from time to time by the Association at a General Meeting shall be made by cheque signed by not less than two (2) of the Office Bearers of the Association who are appointed from time to time by the Management Committee so to do.
- 18.3 Financial year  
The financial year of the Association shall close on 31st December in each year.

## 19 RULES

- 19.1 Alteration of Rules of the Association  
In accordance with section 17 of the Act, the Association may alter or rescind these Rules, or make rules additional to these Rules, by Special Resolution at a General Meeting of the Association or the Annual General Meeting of the Association but not otherwise.
- 19.2 Inconsistency with the Act  
If any conflict or inconsistency appears between a provision of the Act and a provision of these Rules, the former prevails to the extent of the conflict or inconsistency.
- 19.3 Inconsistency with By-laws of the Association  
If any conflict or inconsistency appears between a provision of these Rules and a provision of the By-Laws of the Association, the former prevails to the extent of the conflict or inconsistency.
- 19.4 Rules bind the Association and every Member  
These Rules bind the Association, the Office Bearers, Patron, Auditor and every Member of the Association to the same extent as if the Association, the Office Bearers, Patron, Auditor and every Member of the Association had signed and sealed these Rules and agreed to be bound by all their provisions.

## 20 BY-LAWS

### 20.1 Management Committee to make By-Laws

The Management Committee may make By-Laws not inconsistent with these Rules for the better management of the affairs of the Association and may vary and interpret such By-Laws.

### 20.2 Notice to Members

The Management Committee shall promptly give written notice to all Members of any By-Law made or varied.

### 20.3 By-Laws to be ratified

Any By-Law made or varied must be ratified at a General Meeting of the Association within six (6) months of the date on which it was made or varied.

## 21 COMMON SEAL

### 21.1 Common seal

The Association shall have a common seal on which its corporate name shall appear in legible characters.

### 21.2 Authority to use the common seal

The common seal of the Association shall not be used without the express authority of the Management Committee and every use of that common seal shall be recorded in the minutes of the Management Committee.

### 21.3 Witnessing usage of the common seal

The affixing of the common seal of the Association shall be witnessed by not less than two (2) of the Office Bearers of the Association who are appointed from time to time by the Management Committee so to do.

### 21.4 Custody of the common seal

The common seal of the Association shall be kept in the custody of the Secretary or of such other person as the Management Committee from time to time directs.

## 22 RECORDS AND DOCUMENTS

A Member of the Association who previously makes application so to do, may at any reasonable time inspect without charge the books, documents, records, securities, Rules, By-Laws and Register of the Association but may not remove any such records from the place in which they are normally kept.

## 23 DISSOLUTION OF THE ASSOCIATION

If, on winding up of the Association, any property of the Association remains after satisfaction of the debts and liabilities of the Association and the costs, charges and expenses of that winding up, that property shall be distributed-

- (a) to another incorporated association having objects similar to the objects of the Association;  
or
- (b) for charitable or benevolent purposes consistent with the Christian ethos of the Association,

which incorporated association or purposes, as the case requires, shall be determined by resolution of the Member Clubs when authorising and directing the Management Committee under section 33(3) of the Act to prepare a distribution plan for the distribution of the surplus property of the Association.

## 24 INDEMNITY

All Members, Office Bearers, Auditors, employees and the Patron of the incorporated Association and any other persons acting in any authorised capacity on behalf of the incorporated Association are hereby indemnified and saved harmless against any claim or action against such person or persons arisen in any way out of the bona fide execution of their duties under these Rules. Any such claim or judgement in any such action and the costs thereof shall be paid for out of the assets and funds of the Association.