



MORNINGTON SOCCER CLUB INC
Constitution

ASSOCIATIONS INCORPORATIONS ACT 1981- SCHEDULE 3
Rules of Mornington Soccer Club (Incorporated)

1. OBJECTS

1.1 The objects for which the Club is established are to:

- a) Be the member Club of FFA and to comply with the constitution and by-laws of FFA and FFV.
- b) Prevent infringement of the constitution and by-laws of Football Federation Australia (FFA) and Football Victoria (FV) and protect Football from abuse.
- c) Foster friendly relations amongst officials and players of Football by encouraging Football games.
- d) Prevent racial, religious, gender or political discrimination or distinction among Football players.
- e) Promote, provide for, regulate, and ensure effective management of Football competitions, tournaments, and games under the control of or authorised by the Club.
- f) Co-operate with FFA, FV and other bodies in the promotion and development of, or otherwise in relation to, Football, the Statutes and Regulations and the Laws of the Game.
- g) Facilitate the provision and maintenance of grounds, playing fields, materials, equipment, and other facilities for Football; and
- h) Act in the best interests of the Club and Football.

1.2 Alteration of objects and Constitution

Subject to **rule 3(10)**, an addition, amendment, or alteration of the objects in **rule 1.1** or of any other rule contained in the Constitution must be approved by Special Resolution.

2. INTERPRETATION

2.1 In these rules, unless contrary intention appears: -

“**Committee**” means the Board of Management of the Association.

“**Financial Year**” means the year ending on 30th September.

“**General Meeting**” means a general meeting of the members convened in accordance with rule 11.

“**Member**” means a member of the Association.

“**Membership Year**” means the calendar year ending on December 31.

“**Ordinary Member of the Board**” means a member of the Board who is not an officer of the Association under rule 21.

“**The Act**” means the Associations Incorporation Act 1981.

“**The Regulations**” means regulations under the Act.

- 2.2 In these rules, a reference to the Secretary of an Association is a reference:
- a) Where a person holds office under these Rules as secretary of the Association – to that person; and
 - b) In any other case, to the public officer of the Association.

2.3 Words or expressions contained in these rules shall be interpreted in accordance with the provisions of the Acts Interpretation Act 1958 and the Act as in force from time to time.

3. MEMBERS

3.1 The Members of the Club shall consist of:

- a) Life Members, who subject to this constitution, shall have the rights set out in rule 3(1)(d):
- b) Ordinary Members (Full Members) over 18 years of age who, subject to this Constitution, shall have the right to be present, debate and vote at General Meetings.
- c) Social Members over 18 years of age being persons other than Ordinary Members who are interested in promoting the Club but who do not participate in the playing activities (including the role of player, coach or official) of the Club and who shall not be entitled to be present, debate and vote at General Meetings; and
- d) Junior Members under the age of 18 years who, subject to this Constitution, are not entitled to hold any office, but shall have the right to be present, debate and vote at General Meetings through the Junior Members parent or other legal guardian.

3.2 Full Membership shall be open to all adult persons who have paid the prescribed fee.

- a) A Member shall be deemed to be an adult if he or she has reached the age of eighteen (18) years on or before the 1st day of January in the year his or her application for membership is received by the Club

3.3 Junior Membership shall be open to all Junior registered players who have paid the prescribed fee, or those persons under the age of eighteen (18) years at the 1st day of January who have paid a fee equivalent to half the full member's fee.

3.4 The Club may by unanimous decision of all financial members present and entitled to vote at an Annual General Meeting elect any person a life member in recognition of long and dedicated service to the Club

- a) Proposals for life membership, signed by at least five (5) financial members, must be received in writing by the Board of Management one (1) month prior to the annual general meeting.
- b) Upon appointment to life member, the member will be relieved of all further payments, subscriptions or levies and shall be recorded as a full financial member of the club during the period of life membership.

- 3.5 Subject to the provisions in these rules relating to eligibility for voting and for candidature for the office the right to participate in all voting and the right to hold a position on the Club is given by this Constitution to full members, and life members. Junior Members are also granted the right to be present, vote and debate at General Meetings, with those rights to be exercised through the Junior parent or legal guardian.
- 3.6 A person who is not a Member of the Association at the time of the incorporation of the association (or who is such a member at the time but has ceased to be a member) shall not be admitted to membership:
- a) unless he or she is nominated as provided in sub-clause (3); and
 - b) their admission as a member is approved by the Board of Management.
- 3.7 A nomination of a person for membership of the Association:
- a) shall be made in writing in the form set out in Appendix 1; and
 - b) shall be lodged with the Secretary of the Association.
- 3.8 As soon as practicable after the receipt of a nomination, the Secretary shall refer the nomination of the Board of Management.
- 3.9 Upon the nomination being referred to the Board of Management, the Board of Management shall determine whether to approve or reject the nomination
- 3.10 Upon a nomination being approved by the Board of Management, the Secretary shall, with as little delay as possible, notify the nominee in writing that he or she is approved for membership of the association and request payment within the period of 28 days after receipt of the notification of the sum payable under these rules as the entrance fee and the first year's annual subscription.
- 3.11 The secretary shall, upon payment of the amounts referred to in sub-clause (6) within the period referred to in that sub-clause, enter the nominee's name in the register of members kept by the Secretary and, upon the name being so entered, the nominee becomes a member of the association,
- 3.12 A right, privilege, or obligation of a person by reason of his membership of the association:
- a) is not capable of being transferred or transmitted to another person,
 - b) terminates upon the cessation of his or her membership whether by death or resignation or otherwise.

4. MEMBERS

- 4.1 The club must procure that each Member admitted to membership agrees to be bound by and observe:
- a) This Constitution
 - b) The Laws of the Game
 - c) The Statutes and Regulations and those of the By-Laws expressed to apply to or in relation to Members.

- d) The Statutes and Regulations and the constitutions and by-laws of FFA and FV as enforced from time to time
- e) The FV Codes of Behaviour and Rules of Competition, as amended from time to time.
- f) The FV Code of Conduct, as amended from time to time.

5. Football Federation Australia (FFA) and Football Victoria (FV)

5.1 Constitution

- a) The Club must be a body corporate or incorporated association to be recognised by FFA and/or FV and must have the following characteristics:
 - i) It organises teams to participate in competitions sanctioned by FFA or FV;
 - ii) all members of its teams are entitled to membership
 - iii) members may vote in an election for any office holders (whether directly if over 18 years of age or indirectly through the Junior Members parent or legal guardian if under 18 years of age);
 - iv) agrees to be bound by the Statutes and Regulations, the Laws of the Game and those FFA or FV rules (including the respective constitution's) and by-laws expressed to apply to it; and
 - v) prevent infringement of the constitutions and by-laws of FFA and FV and protect Football from abuse;

- b) The Club must amend:
 - i) this Constitution; or
 - ii) the By-laws.

to promptly adopt changes in the constitutions and by-laws of FFA and/or FV made from time to time to the extent they are applicable to the Club. In this clause the reference to changes to by-laws includes additional or replacement by-laws.

- c) The Club must not otherwise amend or vary this Constitution without the consent of FV and in accordance with the Act; or

- d) The Club must not otherwise amend or vary any of its By-laws without the consent of FV.

- e) The Club is not required to submit any amendments to its Constitution or By-laws to FV for consent unless:
 - i) the amendment impacts upon membership or members rights
 - ii) the amendment concerns FV competitions, tournaments, or games, or otherwise relates to the conduct, regulation, or management of Football, or
 - iii) the effect of the amendment is a breach of the Constitution, by-laws or statutes and regulations of either FV or FFA as prescribed from time to time

f) FV must consent to any amendment to this Constitution or those By-laws which are required by law. FV will only withhold consent where the amendments or the effect of the amendment is in breach of the constitutions, by-laws or statutes and regulations of FV or FFA as prescribed from time to time.

6. ENFORCEMENT OF RULES

Subject to applicable law, the Club must:

- a) promulgate and comply with, and do everything within its power to enforce compliance with the Statutes and Regulations and the Laws of the Game; and
- b) co-operate with FFA and FV in all matters relating to the organisation of competitions, the Clubs own competitions and Football in general.

7. ENTRANCE FEE AND MEMBERSHIP FEES

7.1 The entrance fee is NIL

7.2 The membership fee is to be determined by the Board of Management from time to time and shall be paid in advance and become payable on the 1st day of January each year and membership shall be current for the term of the calendar year.

- a) The subscription for persons joining after six months of the calendar year shall be pro-rata for the expired portion of the year.
- b) The senior players fees shall be an amount as decided by the Board of Management and shall include the adult membership fee.
- c) The Junior players fees shall be an amount as decided by the Board of Management and shall include full membership of the Club for one parent or legal guardian.

8. REGISTER OF MEMBERS

8.1 The Secretary shall keep and maintain a register of members in which shall be entered the full name, address, and date of entry of each member and the register shall be available for inspection by members at the address of the Public Officer.

9. RESIGNATION AND EXPULSION OF MEMBER

9.1 A member of the Association who has paid all moneys due and payable by him to the Association may resign from the Association by first giving one months' notice in writing to the Secretary of their intention to resign and upon the expiration of that period of notice, the member shall cease to be a member.

9.2 Upon the expiration of a notice given under the sub-clause (1), the secretary shall make in the register of members an entry recording the date on which the member by whom the notice was given, ceased to be a member.

9.3 Subject to these rules, the Board of Management may by resolution:

- a) Expel a member from the Association

- b) Suspend a member from membership of the Associations for a specified period; or
- c) Fine a member in accordance with The Regulations, if the Board of Management is of the opinion that the member
 - i) has refused or neglected to comply with the rules; or
 - ii) has been guilty of conduct unbecoming a member or prejudicial to the interests of the Association

9.4 A resolution of the Board of Management under sub-clause (9.3)

- a) does not take effect unless the Board of Management, at a meeting held not earlier than 14 and not later than 28 days after the service on the member of a notice under sub-clause (3) confirms the resolution in accordance with this clause; and
- b) where the member exercises a right of appeal to the Association under this clause; does not take effect unless the Association confirms the resolution in accordance with this clause.

9.5 Where the Board of Management passes a resolution under sub-clause (9), the secretary shall as soon as practicable, cause to be served on the member a notice of writing:

- a) setting out the resolution of the Board of Management and the grounds on which it is based
- b) stating the member may address the Board of Management at a meeting to be held not earlier than 14 and not later than 20 days after service of the notice.
- c) stating the date, time, and place of that meeting
- d) informing the member that he may do one or more of the following
 - i) attend the meeting
 - ii) give to the Board of Management before the date of that meeting a written statement seeking the revocation of the resolution
 - iii) not later than 24 hours before the date of that meeting, lodge with the Secretary a notice to the effect he or she wishes to appeal the Association in general meeting against the resolution.

9.6 At a meeting of the Board of Management held in accordance with sub-clause (9.4), the Board of Management:

- a) shall give to the member an opportunity to be heard
- b) shall give due consideration to any written statement submitted by the member; and
- c) shall by resolution determine whether to confirm or to revoke the resolution

9.7 Where the Secretary receives a notice under sub-clause (9.5), he or she shall notify the Board of Management and the Board of Management shall convene a general meeting of the Association to be held within 21 days after the date on which the Secretary received the notice.

9.8 At a general meeting of the Association convened under sub-clause (9.7)

- a) No business other than the question of the appeal shall be transacted
- b) The Board of Management may place before the meeting details of the grounds for the resolution and the reasons for passing the resolution
- c) The member shall be given an opportunity to be heard; and
- d) The members present shall vote by secret ballot on the question whether the resolution should be confirmed or revoked.

9.9 If at the general meeting:

- a) Two-thirds of the members vote in person or by proxy in favour of the confirmation of the resolution, the resolution is confirmed; and
- b) In any other case the resolution is revoked.

10. ANNUAL GENERAL MEETING

10.1 The Association shall in each calendar year convene an annual general meeting of its members

10.2 The annual general meeting shall be held on or before the 1st Monday in November of each year, such day as to be determined by the Board of Management

10.3 The annual general meeting shall be specified as such in the notice convening it

10.4 The ordinary business of the annual general meeting shall be:

- a) To confirm the minutes of the last preceding annual general meeting and of any general meetings held since that meeting
- b) To receive from the Board of Management reports upon the transactions of the Association during the last preceding financial year
- c) To elect officers of the Association and the ordinary members of the Board of Management
- d) To receive and consider the statement submitted by the Association in accordance with section 30 (3) of the Act
- e) To appoint auditors both internal and external; and
- f) To appoint solicitors for the Association

10.5 The annual general meeting may transact special business of which notice is given in accordance with these rules.

10.6 The annual general meeting shall be in addition to any other general meetings that may be held in the same year.

11. SPECIAL GENERAL MEETINGS

11.1 All general meetings other than the annual general meeting shall be called special general meetings

11.2 The Board of Management may, whenever it thinks fit, convene a special general meeting of the Association and, where but for this sub-clause, more than 15 months would lapse between annual general meetings, shall convene a special general meeting before the expiration of that period.

11.3 The Board of Management shall on the requisition in writing of not less than fifteen (15) financial members, convene a special general meeting of the Association.

11.4 The requisition of a special general meeting shall state the objectives of the meeting and shall be signed by the members making the requisition and be send to the address of the Secretary and may consist of several documents in a like form, each signed by one or more of the members making the requisition

11.5 If the Board of Management does not cause a special general meeting to be held within one (1) month after the members making the requisition is sent to the address of the Secretary, the members making the requisition or any of them, may convene a special general meeting to be held not later than 3 months after that date.

11.5 A special general meeting convened by members in pursuance of these rules shall be convened in the same manner as nearly as possible as that in which those meetings are convened by the Board of Management and all reasonable expenses incurred in convening the meeting shall be refunded by the Association to the person incurring the expenses.

12. NOTICE OF MEETING

12.1 The Secretary of the Association shall, at least 14 days before the date fixed for holding a general meeting of the association, cause to be sent to each member of the Association at his or her address appearing in the register of members, a notice by pre-paid post stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.

12.2 No business other than that set out in the notice convening the meeting shall be transacted at the meeting

12.3 A member desiring to bring any business before a meeting may give notice of that business in writing to the secretary who shall include that business in the notice calling the next general meeting after receipt of the notice.

13. PROCEEDINGS AT MEETINGS

13.1 All business that is transacted at a special general meeting and all business that is transacted at the general meeting except for that specifically referred to in these rules as being the ordinary business of the annual general meeting shall be deemed to be special business.

13.2 No item of business shall be transacted at a general meeting unless a quorum of members entitled under these rules to vote is present during the time when the meeting is considering that item.

13.4 The quorum for an annual general meeting or special general meeting shall be one (1) quarter of the financial members of the Club.

13.5 If with half an hour after the appointed time for the commencement of a general meeting, a quorum is not present, the meeting if convened upon the requisition of members shall be dissolved and in any case shall stand adjourned to a day (14) days hence at the same time and (unless another place is specified by the Chairman at the time of the adjournment or by written notice to members given the day to which the meeting is

adjourned) at the same place and if at the adjourned meeting the quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members, present shall be a quorum.

13.6 The President, or in their absence, the Vice-President shall preside as Chairperson (Chair) at each general meeting of the Association.

13.7 If the President and the Vice-President are absent from a general meeting, the members present shall elect one of their number to preside as Chair at the meeting.

13.8 The Chair of a general meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

13.9 Where a meeting is adjourned for 14 days or more, a like notice of the adjourned meeting shall be given as in the case of the general meeting

a) except as provided in sub-clauses (9.2) (9.3), it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned meeting.

13.10 A question arising at a general meeting of the Association shall be determined on a show of hands and unless before or on the declaration of the show of hands a poll is demanded, a declaration by the Chairperson that a resolution has, on a show of hands been carried or carried unanimously or carried by a particular majority or lost, and an entry to that effect in the minutes of the Associations is evidence of the fact, without proof of the number or proportion of the votes recorded in favour of, or against, that resolution.

13.11 Upon any question at a general meeting of the Association, a member has one vote only,

13.12 All votes shall be given personally or by proxy.

13.13 In the case of an equality of voting on a question the Chairperson of the meeting is entitled to exercise a second or casting vote.

13.14 If at a meeting a poll on any question is demanded by not less than three members, it shall be taken at that meeting in such manner as the Chair may direct and the resolution of the poll shall be deemed to be a resolution of the meeting on that question.

13.15 A poll that is demanded on the election of a Chairperson or on a question of an adjournment shall be taken forthwith and a poll that is demanded on any other question shall be taken at such time before the close of the meeting as the Chair may direct.

13.16 A member is not entitled to vote at any general meeting unless all moneys due and payable by him to the Association have been paid, other than the amount of the annual subscription payable in respect of the current financial year.

13.17 Each member shall be entitled to appoint another member as his proxy by notice given to the Secretary no later than 24 hours before the time of the meeting in respect of which the proxy is appointed

13.18 The notice appointing the proxy shall be in the form set out in Appendix 2.

14. BOARD OF MANAGEMENT

14.1 The affairs of the Association shall be managed by a Board of Management constituted as provided in rule (14.3).

14.2 The Board of Management:

- a) Shall control and manage the business affairs of the Association
- b) May, subject to these rules, the regulations, and the Act, exercise all such powers and functions as may be exercised by the Association other than those powers and functions that are required by these rules to be exercised by general meetings of the member of the Association; and
- c) Subject to these rules, the regulations, and the Act, has power to perform all such acts and things as appear to the Board of Management to be essential for the proper management of the business affairs of the Association,
- d) May appoint any sub-committees or persons to carry out specific tasks and delegate to those sub-committees or persons such authority as the Board may deem desirable.

14.3 The officer of the Association shall be:

- a) A President
- b) A Vice President
- c) A Treasurer, and
- d) A Secretary

14.4 The provisions of Rule (15) so far as they are applicable and with the necessary modifications apply to and in relation to the election of persons to any office mentioned in the sub-clause (14.1)

14.5 Each officer of the Association shall hold office until the Annual General Meeting next after the date of his or her election but is eligible for re-election.

14.6 In the event of a casual vacancy in any office referred to in sub-clause (14.3), the Board of Management may appoint one of its members to the vacant office and the member so appointed may continue in office up to and including the conclusion of the annual general meeting next following the date of his or her appointment.

14.7 Subject to section 15 of the Act, the Board of Management shall consist of:

- a) The officer of the Association; and
- b) 2 ordinary members each of whom shall be elected at the annual general meeting of the Association in each year.

14.8 Each ordinary member of the Board of Management shall, subject to these rules hold office until the annual general meeting of the Association each year

14.9 In the event of a casual vacancy occurring in the office of an ordinary member of the Board of Management, the Board of Management may appoint a member of the Association to fill the vacancy and the members so appointed shall hold office, subject to these rules, until the conclusion of the annual general meeting next following the date of his appointment.

15. ELECTION OF OFFICERS AND VACANCY

15.1 Nominations of candidates for election as officers of the Association or as ordinary members of the Board of Management:

- a) Shall be made in writing, signed by two members of the Association, and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and
- b) Shall be delivered to the Secretary of the Association not less than 7 days before the date fixed for the holding of the annual general meeting,

15.2 If insufficient nominations are received to fill all vacancies on the Board of Management, the candidates nominated shall be deemed to be elected and further nominations shall be received at the annual general meeting.

15.3 If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.

15.4 If the number of nominations received is equal to the number of vacancies to be filled, a ballot shall be held.

15.6 The ballot for the election of officers and ordinary members of the Board of Management shall be conducted at the annual general meeting in such usual and proper manner as the Board of Management may direct.

15.7 A nomination of a candidate for election under this clause is not valid if that candidate has been nominated for another office for election at the same election.

15.8 For the purposes of these rules, the office and officer of the Association or of an ordinary member of the Board of Management becomes vacant if the officer or member:

- a) Ceases to be a member of the Association
- b) Becomes insolvent under administration with the meaning of the Companies (Victoria) code, or
- c) Resigns his or her office by notice in writing given to the Secretary.

16. PROCEEDINGS OF COMMITTEE

16.1 The Board of Management shall meet at least 3 times in each year at such place and such times as the Board of Management may determine.

16.2 Special meetings of the Board of Management may be convened by the President or by any 4 of the members of the Board of Management.

16.3 Notice shall be given to members of the Board of Management of any special meeting specifying the general nature of the business to be transacted and no other business shall be transacted at such a meeting.

16.4 Any 4 members of the Board of Management constitute a quorum for the transaction of the business of a meeting of the Board of Management.

16.5 No business shall be transacted unless a quorum is present within and if within half an hour of the time appointed for the meeting a quorum is not present the meeting shall stand

adjourned to the same place and at the same hour of the same day in the following week unless the meeting was a special meeting in which case it lapses.

16.6 At meetings of the Board of Management:

- a) The President or in their absence the Vice-President shall preside; or
- b) If the President and the Vice-President are absent, such one of the remaining members of the Board of Management as may be chosen by the members present shall preside.

16.7 Questions arising at a meeting of the Board of Management, or any sub-committee appointed by the Board of Management shall be determined on a show of hands or, if demanded by a member, by poll taken in such a manner as the person presiding at the meeting may determine.

16.8 Each member present at a meeting of the Board of Management or any sub-committee appointed by the Board of Management (including the person presiding at the meeting) is entitled to one vote and, in the event of any equality of votes in question, the person presiding may exercise a second or casting vote.

16.9 Written notice of each committee meeting shall be served on each member of the Board of Management by delivering it to him or her at a reasonable time before the meeting or by sending it by pre-paid post addressed to him or her at their usual or last known place of abode at least two business days before the start of the meeting.

16.10 Subject to clause (16.4) the Board of Management may act notwithstanding any vacancy on the Board of Management.

17. SECRETARY

17.1 The Secretary of the Association shall keep minutes of the resolutions and proceedings of each general meeting and each committee meeting in books provided for that purpose together with a record of names of persons present at committee meetings.

18. TREASURER

18.1 The Treasurer of the Association.

- a) Shall collect and receive all monies due to the Association and make all payments authorised by the Association; and
- b) Shall keep accounts and books showing the financial affairs of the Association with full details of all receipts and expenditure connected with the activities of the Association.

18.2 The accounts and books referred to in subclause (18.1) shall be available for inspection by members.

19. REMOVAL OF A COMMITTEE MEMBER

19.1 The Board of Management may by resolution remove any members of the Board of Management before the expiration of his term of office and appoint another member in his or her stead to hold office until the expiration of the term of the first mentioned member if:

- a) The member has been absent from three consecutive meetings of the Board of Management or sub-committee without the permission of the Board of Management or sub-committee; or
- b) The members actions are deemed by the Board of Management to be injurious or prejudicial to the Club.

19.2 Where the member to whom proposed resolution referred to in sub clause (19.1) makes representations in writing to the Secretary or President of the Board (not exceeding a reasonable length) and requests that they be notified to the members of the Board, the Secretary or the President may send a copy of the representations to each member of the Board or, if they are not so sent, the member may require that they be read out at a meeting.

20. CHEQUES

20.1 All cheques, drafts, bills of exchange, promissory noted and other negotiable instruments shall be signed by two members of the Board of Management.

21. SEAL

21.1 The Common Seal of the Association shall be kept in custody of the Secretary

21.2 The Common Seal shall not be affixed to any instrument except by the authority of the Board of Management and the affixing of the Common Seal shall be attested by the signatures either of two members of the Board of Management or of a member of the Board of Management and of the Public Officer of the Association.

22. ALTERATION OF RULES AND STATEMENT OF PURPOSE

22.1 These rules and statement of purpose of the Association shall not be altered except in accordance with these Rules and the Act.

23. NOTICES

23.1 A notice may be served by or on behalf of the Association upon any member either personally or by sending it by post to the member at his address shown in the Register of Members.

23.2 Where a document is properly addressed pre-paid and posted to a person as a letter the document shall, unless the contrary is proved, be deemed to have been given to the person at the time in which the letter would have been delivered in the ordinary course of post.

24. WINDING UP OR CANCELLATION

24.1 The Association may be wound up voluntarily by special resolution.

- a) In the event of the winding up or the cancellation of the incorporation of the Association, the surplus assets of the Association must not be distributed to any members or former members of the Association.
- b) Subject to the Act and any court order made under section 133 of the Act, the surplus assets must be given to a body that has similar purposes to the Association and which is not carried on for the profit or gain of its individual members.

- c) The body to which the surplus assets are to be given must be decided by special resolution.

25. CUSTODY OF RECORDS

25.1 Except as otherwise provided in these rules, the Secretary shall keep in his or her custody or under his or her control all books, documents, and securities of the Association.

26. FUNDS

26.1 The funds of the Association shall be derived from entrance fees, annual subscriptions, donations, fundraising, grants, and such other sources as the Board of Management determines.

27. AUDITORS

27.1 The Club shall appoint each year at the annual general meeting two (2) auditors to audit all accounts of the Club, all books of account to be audited by the external auditor a minimum of twice (2) yearly at not more than six (6) monthly intervals. The internal auditor shall inspect the Club books of account monthly, set accounting procedures and report as necessary to the Board of Management.

27.2 The external auditor shall be a recognised accountant or person qualified in business practice and not a member of the Club.

28. SOLICITOR

28.1 The Club shall appoint each year at the annual general meeting a Solicitor to act on behalf of the Club.

29. CLUB COLOURS

29.1 The Club colours shall be listed as orange with black, and the alternate colours shall be listed as white.

30. CLUB EMBLEM

30.1 The Club emblem shall be a soccer ball surmounted by a seagull and surrounded by the words "Mornington Soccer Club"

31. BY-LAWS

The Board of Management shall subject to these Rules, have power from time to time to make alter and repeal all such by-laws as they deem necessary or convenient for the proper conduct and management of the Club and such by-laws, repeals and amendments shall have effect until set aside by the Board of Management or by a general meeting.

APPENDIX 1

Application for Membership of MORNINGTON SOCCER CLUB INC

I, _____

Of _____

Desire to become a member of **MORNINGTON SOCCER CLUB INC**

In the event of my admission as a member, I agree to be bound by the rules of the Association for the time being in force.

.....Signature of Applicant

..... Date

I, _____, a member of the Association,
nominate the applicant, who is personally known to me, for membership of the Association.

..... Signature of Proposer

..... Date

I, _____, a member of the Association,
second the applicant, who is personally known to me, for membership of the Association.

..... Signature of Seconder

..... Date

APPENDIX 2

Form of appointment of proxy

I, _____

Of _____

Being a member of **MORNINGTON SOCCER CLUB INC** appoint

Of _____

Being a member of that Incorporated Association, as my proxy vote for me on my behalf at the general meeting of the Association (annual general meeting or special general meeting, as the case may be) to be held on the _____ day of _____ 20__ and at any adjournment of that meeting.

..... Signature of member

..... Date

APPENDIX 3

Nomination for the election to Board of Management

I, _____

Of _____

Desire to become a member of the Board of MORNINGTON SOCCER CLUB INC, in the following capacity:

President	<input type="checkbox"/>	Secretary	<input type="checkbox"/>	Treasurer	<input type="checkbox"/>
Vice President	<input type="checkbox"/>	Ordinary Member	<input type="checkbox"/>		

In the event of my election as a Board member, I agree to be bound by the rules of the Association for the time being in force,

..... Signature of Applicant

..... Date

I, _____, a member of the Board, nominate the applicant, who is personally known to me, for membership of the Association.

..... Signature of Proposer

..... Date

I, _____, a member of the Board, second the applicant, who is personally known to me, for membership of the Association.

..... Signature of Seconder

..... Date