**CONSTITUTION**

**OF**

**JANDAKOT LAKES JUNIOR CRICKET CLUB**

This is the annexure of 8 pages marked “A” referred to in the Form 5 signed by me and dated 18th March 2016.

1. **NAME**

The club shall be named JANDAKOT LAKES JUNIOR CRICKET CLUB INCORPORATED and herein after referred to as “JLJCC”, until such time as may otherwise be determined by, or agreed to by a notice of motion at a Special Meeting for such a purpose with a full Quorum present.

1. **AFFILIATION**

**2.1** JLJCC shall be affiliated with the controlling Junior Cricket Council.

**2.2** Any affiliation or merger with another Junior or Senior Club must be voted on at a Special General Meeting or an Annual General Meeting and receive a 75% supporting vote.

1. **COLOURS**

The official JLJCC colours shall be Royal Blue and Gold.

1. **ADDRESS**

The mailing address of JLJCC shall PO Box 3618, Success WA 6964.

1. **OBJECTS**
   1. To provide an opportunity for juniors to play community cricket.
   2. To encourage and teach players to develop their skills through the season.
   3. To promote social relations with JLJCC, coaches and all parents/guardians of registered junior players.
   4. To promote the principles of the South West Metropolitan Junior Cricket Council.
2. **NON-PROFIT**

The property and income of JLJCC shall be applied towards the promotion of the objects of the Club 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.

1. **MEMBERSHIP** Shall consist of:

**7.1 MEMBERS**

7.1.1 Any parent or guardian of a financial player or person who has been granted Social Membership will be referred to as a Member and will have one voting right. Only Members shall be entitled to hold office and enjoy the privileges of JLJCC.

* + 1. **SOCIAL MEMBERS**

A person who is not the parent or guardian of a player may make submission to be a Social Member of the Club. The motion, decision and expiry of this submission is to be minuted at a General Meeting or Annual General Meeting. Social Members must hold, and present for viewing by the Committee, a current Western Australian Working With Children Check.

**7.2 LIFE MEMBERS**

7.2.1 Any member of the club who has given outstanding service to JLJCC for a period of 5 consecutive seasons may be awarded Life Membership by the Executive in consultation with active Committee members – if the nominated member is an active Committee member they will not have a vote.

7.2.2 Life Membership must be elected by two thirds majority of the Executive Members and the Committee.

7.2.3 Life Members may attend all meetings of the JLJCC and speak on all matters and have the right to have one vote only.

1. **REGISTER OF MEMBERS:**

**8.1** The Secretary, on behalf of JLJCC, must keep and maintain in an up to date condition a register of the members of JLJCC and their postal or residential addresses and, upon the request of a member of the JLJCC, shall make the register available for the inspection of the member and the member may make a copy of or take an extract from the register but shall have no right to remove the register for that purpose.

**8.2** The register must be kept and maintained at the Secretary’s place of residence, or at such other place as the members at a general meeting decide.

**8.3** The Secretary must cease the name of a person who dies or who ceases to be a member to be deleted from the register of members.

**8.4** The Registrar, on behalf of JLJCC, must keep and maintain in an up to date condition a register of player members of JLJCC and their postal or residential addresses.

1. **TERMINATION OF MEMBERSHIP**

Membership of JLJCC may be terminated upon:

**9.1** Receipt by the Secretary or another Executive Committee Member of a notice in writing from a member of his or her resignation from JLJCC. Such person remains liable to pay to JLJCC the amount of any monies due and payable by that person to JLJCC but unpaid at the date of termination; or

**9.2** Non-payment by a member of his or her child’s registration fees before commencement of the fourth game of the season, unless other arrangements have been made with the Committee; or

**9.3** Suspension or expulsion of a member in accordance with rule 15.

1. **MEETINGS**

**10.1 ANNUAL GENERAL MEETING (AGM)**

Shall be held at the end of season trophy presentation prior to the end of April.

10.1.1 The agenda for the meeting shall be;

\* Apologies

\* Confirmation of the minutes of the last AGM

\* Business arising from the Minutes

\* President’s Report

\* Treasurer’s Report

\* Registrar’s Report

\* Election of Executive (Refer section 11.1)

\* Election of General Committee Members

\* Life Member

\* General Business

**10.2 GENERAL MEETINGS**

Shall be held each calendar month unless deemed unnecessary by the Committee.

10.2.1 The agenda for the meeting shall be;

\* Apologies

\* Confirmation of the minutes of the last meeting

\* Business arising from the minutes

\* Correspondence

\* President’s Report

\* Vice President’s Report

\* Treasurer’s Report

\* Registrar’s Report

\* General Business

**10.3 SPECIAL GENERAL MEETINGS**

May be called by;

10.3.1 The President

10.3.2 Two Executive Members

10.3.3 The JLJCC Secretary shall be advised in writing that a Special General Meeting is to be called. All members will be advised of the details in writing at least one week prior to the meeting.

**10.4** At any meeting a quorum shall consist of three Executive members and two general Committee members.

**10.5 SUB-COMMITTEE MEETINGS**

May be called as required.

1. **OFFICE BEARERS**

**11.1** Office Bearers shall consist of;

\* President

\* Vice President

\* Secretary

\* Treasurer

\* Registrar

These shall be known as the Executive.

11.1.1 The Executive shall be elected at the JLJCC AGM.

11.1.2 A minimum of two general committee persons shall be elected at the JLJCC Annual General Meeting.

11.1.3 An Association Delegate is to be elected at either the JLJCC Annual General Meeting or at the first general committee meeting after the AGM. If a Delegate cannot be elected, a roster of committee members is to be established.

11.1.4 The Executive and the Committee will hold office for a period of one year.

**11.2 PRESIDENT**

11.2.1 Preside over all meetings of the JLJCC and its sub-committees.

11.2.2 Has a casting vote in the event of tied ballots.

11.2.3 Shall sign the minutes and all other necessary documents when confirmed.

**11.3 VICE PRESIDENT**

11.3.1 Shall take the Chair in the absence of the President.

11.3.2 Shall have the same duties and privileges as the President when to Chair the meeting.

**11.4 SECRETARY**

11.4.1 Record and file the minutes.

11.4.2 Circulate the minutes to all Committee members and any other interested parties as approved by the JLJCC from time to time.

11.4.3 Record attendance and apologies at meetings.

11.4.4 Shall answer all correspondence as instructed.

11.4.5 Comply on behalf of JLJCC with;

11.4.5.1 Keeping and maintaining the Register of Members.

11.4.5.2 Keeping and maintaining the Constitution of JLJCC, a copy of which is to be published on the Club’s website. A paper copy of the Constitution must be made available for the inspection of a member upon request but may not be removed.

11.4.5.3 Maintain a record of the names and residential addresses of the persons who hold the offices of JLJCC provided for by these rules, including all offices held by the persons who constitute the Committee and persons who are authorised to use the Common Seal of JLJCC.

11.4.5.4 The names and residential or postal addresses of any persons who are appointed or act as trustees on behalf of JLJCC.

11.4.5.5 And the Secretary must, upon request of a member of JLJCC, make available the record for the inspection of the member and the member may make a copy of or take an extract from the record but will have no right to remove the record for that purpose.

11.4.5.6 Unless the members resolve otherwise at a general meeting, have custody of all books, documents, records and registers of JLJCC, including those referred to in paragraphs 11.4.5 but other than those required by 11.5 to be kept and maintained by, or in the custody of the Treasurer and those required by rule 11.6 to be kept and maintained by, or in the custody of the Registrar.

**11.5 TREASURER**

11.5.1 Shall record receipt of monies and bank same within seven (7) days of receipt in the JLJCC bank account.

11.5.2 Shall make all authorised payments by electronic funds transfer, direct debit, Bpay or by cheque signed by any one of the President, Secretary or Treasurer.

11.5.3 Shall record all financial transactions in an appropriate manner.

11.5.4 Shall present a monthly statement of receipts and payments for the year at the Annual General Meeting of the JLJCC.

**11.6 REGISTRAR**

11.6.1 Shall keep and maintain an up to date Player Register, however that Player Register shall at no time form part of the records of the Club and will only be available to the Executive Committee and any appropriate person deemed by the Committee.

11.6.2 Distribute team lists to Coaches as necessary.

**11.7 GENERAL COMMITTEE MEMBERS**

11.7.1 Shall assist the Executive as necessary.

11.7.2 May form a sub-committee as required.

**11.8 ASSOCIATION DELEGATE**

11.8.1 Shall attend a minimum of three fourths of the meetings of the South West Metropolitan Junior Cricket Council each year. (SWMJCC)

11.8.2 Shall report all necessary information received from the meetings of the SWMJCC at each monthly meeting of the JLJCC committee.

1. **DISSOLUTION**

A Special Meeting may, by a majority of votes of at least three fourths of all members of the club, dissolve the Committee and elect a new Committee.

1. **VACANCY**

Should any position of The Executive or general committee members become vacant due to any circumstances whatsoever, the committee of JLJCC shall appoint a successor for the remainder of the season.

1. **BALLOTS AND GENERAL BUSINESS**

**14.1 QUORUM** – No ballots shall be conducted or General Business voted on unless there are three members of the Executive and two general Committee members present at the meeting.

**14.2** All ballots shall be decided by a majority of members. In the event of a tie the President shall have the casting vote.

**14.3** All voting shall be by show of hands unless the President considers it appropriate to conduct a secret ballot.

1. **SUSPENSION OF MEMBER**

The Committee shall have the power to suspend and or expel any member for a breach of conduct against the Club. In the case of a Committee person the said suspended or expelled member shall have the right to appeal such suspension at a Special General Meeting of all adult members.

1. **NOTICE OF MOTION**

**16.1** A written Notice of Motion shall be received by the JLJCC Secretary, and shall be circulated by the Secretary to the Office Bearers no less than seven (7) days prior to a General Meeting, Special General Meeting or AGM.

**16.2** The proposer of a motion shall be present at the meeting at which the Motion is tabled. The Motion is to then be voted on at the next General Meeting, Special General Meeting or AGM.

**16.3** The Constitution of the JLJCC shall not be altered except by a Notice of Motion, as per the process detailed in Section 27 of this Constitution.

1. **SUB-COMMITTEES**

**17.1** All Sub-committees of the JLJCC will comprise of a quorum of three (3) members of which one (1) shall be from the Executive.

**17.2** Sub-committees shall make reports to the JLJCC at general meetings.

**17.3** Sub-committees shall be elected or appointed as required.

1. **INSURANCE**

The insurance of the players shall be the responsibility of JLJCC. JLJCC shall pay a premium to the West Australian Cricket Association as deemed by them each year.

1. **AUDITOR**

**19.1** An Auditor shall be named by the end of December each season. The Auditor must be a Financial Consultant or Accountant.

**19.2** The Auditor shall certify the annual statement of receipts and payments prior to presentation at the AGM..

**19.3** The Auditor shall not be a member of the Executive or General Committee Member.

1. **FINANCIAL RULES**

**20.1** The annual Players fee, as set at the first General Meeting after the AGM each given year, shall be paid prior to commencement of the *fourth* game of the season.

**20.2** The annual Social Member’s fee, as set at the first General Meeting after the AGM each given year, shall be paid prior to commencement of the *first* game of the season.

**20.3** Unfinancial members shall not be permitted to speak or vote on matters at meetings of the JLJCC.

1. **COMMON SEAL**

**21.1** The Common Seal of JLJCC must not be used without the express authority of the Committee and every use of that Common Seal must be recorded in the minute book.

**21.2** The affixing of the Common Seal of JLJCC must be witnessed by any two of the President, Secretary or Treasurer.

**21.3** The Common Seal of JLJCC must be kept in the custody of the Secretary or of such other person as the Committee from time to time decides.

1. **PLAYERS**

**22.1** All girls and boys under the age of 17 as at 30 June of each given year or as deemed appropriate by the South West Metropolitan Junior Cricket Council shall be eligible to play community cricket and shall be known as Players.

**22.2** Players shall have no voting rights nor be entitled to hold office.

**22.3** No unfinancial player will be allowed on the ground to play as of the fourth game of the season unless prior arrangements have been made with a member of the Executive.

**22.4** No player will take to the ground without wearing appropriate safety equipment (eg box, pads, helmet and gloves).

**22.5** All players from Under Ten (10) to Under Seventeen (17) must wear a Club shirt and a Club hat.

**22.6** All players must register for each new season.

**22.7** Parents/Guardians by registering their child, and players by taking the field, must abide by the Code of Conduct. All spectators watching a game in support of JLJCC must also abide by the Code of Conduct.

1. **CODE OF CONDUCT**

The Code of Conduct is to be set out by the committee of JLJCC at the July meeting of the new season. Any player or parent/guardian in breach of the Code of Conduct will face suspension under section 15 of the Constitution.

1. **TROPHIES**

**24.1** All financial players shall receive a participation trophy or medal. Major trophies shall be awarded for Under 12 through Under 17 teams using statistics compiled from each seasons score books and the MyCricket website. The team Coach along with the President or a Committee member shall check the final statistics prior to allotting trophy winners.

**24.2** Cricketer of the Year awards for Under 12 to Under 17 teams are to be awarded to the player who accumulates the highest number of points at the completion of the qualifying season based on the following criteria;

24.2.1 1 point for each run scored

24.2.2 15 points for each wicket taken

24.2.3 10 points for each catch/stumping taken

A Runner-up Cricketer of the Year trophy will also be awarded for each age group from Under 12s to Under 17s.

* 1. To be eligible for the best batting average and the best bowling average, Under 12s to Under 17s players must have played at least 5 games in the season and have the highest points as shown on the MyCricket website.
  2. Financial Under 10, Under 11, In2Cricket and T20 Blast players will be eligible to receive a participation medal/trophy.

1. **COACHES**

**25.1** All coaches must be Australian Cricket Board accredited before they begin coaching in any season.

**25.2** All coaches must attend a Match Rules session prior to the first game of the season.

**25.3** It is the Coach’s responsibility to ensure that they or their nominee enter the match statistics required at 24.2 onto the MyCricket website within 7 days of the match ending.

1. **INSPECTION OF RECORDS**

A member may at any reasonable time inspect without charge the books, documents, records and securities of JLJCC. The request must be put in writing to the Committee no less than seven (7) days prior to inspection.

1. **AMENDMENTS TO THE CONSTITUTION**

**27.1** No alterations, repeals or additions shall be made to the Constitution except at an AGM, General Meeting or Special General Meeting called for that purpose and notice of all motions to alter, repeal or add to the Constitution shall be given to the members fourteen (14) days prior to the AGM, or seven (7) days prior to a General Meeting or Special General Meeting called for such purpose.

**27.2** The Secretary shall forward such notices of motion to each Executive Committee Member at least fourteen (14) days prior to the AGM or seven (7) days prior to a General Meeting or Special General Meeting..

**27.3** Such motions, or any part thereof, shall be of no effect unless passed by a seventy five percent (75%) majority (Special Resolution) of those present and entitled to vote at the AGM, General Meeting or Special General Meeting, as the case may be.

**27.4** Within one month of the passing of a Special Resolution, the Secretary shall notify the Commissioner of the Department of Consumer and Employment Protection of the amendment.

**27.5** The amendment will not become effective until such time as the Commissioner approves it.

1. **CLAUSE**

All JLJCC Committee Members (Executive and General) must read, understand and sign a copy of the Constitution of JLJCC. This must be completed at the first meeting of the new Committee after the AGM each year, and the signed document be attached to the minutes for that meeting.

1. **DISSOLUTION**

The JLJCC may be dissolved at any special meeting of the Club at which a quorum is present by the affirmative vote of 75% of the members present in person and voting. Upon the dissolution of the JLJCC if there remains, after satisfaction of all it’s debts and liabilities, any property whatsoever the same shall not be paid or distributed among the members of the JLJCC but shall be transferred to the South West Metropolitan Junior Cricket Council.