

# **Club Rules**

## **1. Teams:**

**A manager and assistant will manage each team.**

## **2. Manager:**

**The manager must be over eighteen years of age and six years older than the oldest in the team. In the event of the manager resigning he or she shall be held responsible for all assets and monies in the name of the team. For each team the manager or assistant must have completed the following: a) Kickstart 1 b) Child Protection course c) First aid course.**

**Team managers must supply a balance sheet to the Treasurer for all sundry income and expenditure applicable to their team before each monthly meeting (see Finances).**

## **3. Players:**

**Each player must be a paid up member of the club. Players must be a minimum of six years old. In the event of misconduct by a player representing the club, the player shall be liable to such action as deemed necessary by their manager and/or the officer board.**

## **4. Officer Board:**

**The property and assets of the club shall be vested in the Trustees.**

**Minutes shall be kept and approved by the officer board.**

**A quorum for meetings shall be a minimum of four members of the officer board.**

**The officer shall have full authority for the enforcement of all club rules.**

**The officer board shall have the power to suspend or expel any member deemed guilty of conduct prejudicial to the good name of the club.**

**The officer board shall have the power to appoint such sub-committees as may from time to time be deemed necessary and shall receive reports from such sub-committees for the final sanction. In the event of any member of the officer board resigning, the officer board shall have the power to fill such vacancies as may arise in its constitution.**

**If an officer board member is unable to attend a meeting, due notice must be given to the secretary. Any officer board member who does not attend two consecutive committee meetings, without reason shall be called before the officer board to explain him or herself to the officer board and they shall have the power to take any action deemed necessary.**

**Chairperson:**

**Shall chair the meetings of the management committee. He/she will be responsible for initiating or assisting as required in the furtherance of the club. He/she shall have the casting vote when votes are counted and are evenly split.**

**Secretary:**

**Will be responsible for the administration of the club. He will keep a register of all current members, the management committee and trustees of the club.**

**Treasurer:**

**To be responsible for the accounts and the finances of the club and to keep such bank accounts as required by the management committee and to present a full financial report of the club accounts to the AGM. To supply to any person having full reasonable cause any statement of account as required by the rules of that person's organisation with which the club is registered, To ensure that all the club assets are covered by the necessary insurance and the club is insured for public liability.**

**Child Protection Officer:**

**To co-ordinate child protection and welfare policies within the club.**

#### **5. Resignations:**

**Should at any time during the period of office an officer of the club resign, that position shall be filled by the officers deputy or any other officer agreed by the officer board for the remainder of the resignee's term of office. A co-opted person agreed by the officer board will fill any vacancy remaining. This includes team managers and assistants.**

## **6 Equipment**

**All purchase of equipment will be at the discretion of the officer board and in the case of negotiated sponsorship the kit may be selected and purchased by the team manager with the agreement of the sponsor and the officer board. The sponsor paying such monies to the treasurer for settlement of the account. The secretary will keep a list of club equipment.**

### **6. Finances:**

**All accounts and invoices received on behalf of the club will be passed to the treasurer for payment. All monies received by the treasurer will be paid to the appropriate account. Team managers must submit a balance sheet to the treasurer for all sundry income and expenditure applicable to their team before the monthly meeting.**