



**PARRAMATTA JUNIOR  
RUGBY LEAGUE CLUB INC.**

**CONSTITUTION**

**AS ADOPTED 9 OCTOBER 2023**

**CONSTITUTION OF  
PARRAMATTA JUNIOR RUGBY LEAGUE CLUB INCORPORATED**

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## 1. DEFINITIONS

“Chairperson”	unless otherwise stated, shall mean the Chairperson of the Junior League
“Club”	shall mean a Junior Rugby League Football Club located within the Parramatta Junior Rugby League Club Incorporated catchment area
“delegate”	shall be a delegate or representative person of an affiliated Club
“Deputy Chairperson”	unless otherwise stated, shall mean the Deputy Chairperson of the Junior League
“Directors”	shall be the persons as described in Clause 24.1.
“District”	shall be the boundaries of the PNRL as determined by the NSWRL
“General Manager”	means the person holding the office under these rules as the General Manager appointed by the PNRL – where no such person holds that office, then the Public Officer of the Junior League
“Individual Member”	means a registered, financial member of a Club or a natural person who is otherwise recognised by the Junior League as an Individual Member
“Intellectual Property”	means all rights subsisting in copyright, business names, names, trade marks (or signs), logos, designs, equipment including computer software, images (including photographs, videos or films) or service marks relating to the Association or any activity of or conducted, promoted or administered by the Association in the Region.
“Junior League”	shall mean and include the Parramatta Junior Rugby League Club Incorporated
“member”	shall mean and include an affiliated Club member subject to the Constitution
“NRL”	shall mean and include the National Rugby League Limited and/or any other authority that may replace it
“NSWRL”	shall mean and include the New South Wales Rugby League Limited and/or any other authority that may replace it
“office bearer”	means a committee member who is elected to an office referred to in Clause 24.3
“PNRL”	shall mean and include Parramatta National Rugby League Club Limited;

“Referees Association”	shall mean and include the Parramatta District Rugby League Referees Association Incorporated and/or any other authority that may replace it
“special general meeting”	means a general meeting of the Junior League other than an annual general meeting
“the Act”	means the Associations Incorporation Act, 2009
“the Regulations”	means the Associations Incorporation Regulation, 2022

## 2. INTERPRETATION

In this Constitution:

- (a) a reference to a function includes a reference to a power, authority and duty;
- (b) a reference to the exercise of a function includes, where the function is a power, authority or duty, a reference to the exercise of the power or authority of the performance of the duty;
- (c) words importing the singular include the plural and vice versa;
- (d) words importing any gender include all other genders;
- (e) references to persons include corporations and bodies politic;
- (f) references to a person include the legal personal representatives, successors and permitted assigns of that person;
- (g) a reference to a statute, ordinance, code or other law includes regulations and other statutory instruments under it and consolidations, amendments, re-enactments or replacements of any of them (whether of the same or any legislative authority having jurisdiction); and
- (h) a reference to "writing" shall unless the contrary intention appears, be construed as including references to printing, lithography, photography and other modes of representing or reproducing words in a visible form, including messages sent by electronic mail.

## 3. NAME

The name of the Junior League shall be the Parramatta Junior Rugby League Club Incorporated and shall be under the direct control of the PNRL.

## 4. OBJECTS

The objects for which the Junior League is established are:

- 4.1 to maintain the constitution and policies and assume the assets and liabilities of the Junior League
- 4.2 to assist, foster, promote and propagate the game of rugby league throughout and within the District

- 4.3 ensure the preservation and enhancement of the Junior League, the PNRL, the NSWRL, the NRL, the members and rugby league, along with its standards, quality and reputation for the benefit of the members and rugby league
- 4.4 at all times foster mutual trust and confidence between the Junior League, the PNRL, the NSWRL, the NRL and the members in pursuit of these objects
- 4.5 at all times act on behalf of, and in the interest of, the members and rugby league in the District
- 4.6 affiliate and interact with the NSWRL and NRL and adopt their rule and policy framework to further these objects and rugby league
- 4.7 use and protect the intellectual property
- 4.8 strive for government, commercial and public recognition of the Junior League as the controlling body for rugby league in the District
- 4.9 abide by, endorse, enforce and secure uniformity in the application of the rules of rugby league as may be determined from time to time by the NSWRL or NRL and as may be necessary for the management and control of rugby league and related activities in the District
- 4.10 advance the operations and activities of the Junior League throughout the District
- 4.11 review and/or determine any matters relating to rugby league which may arise, or be referred to it, by any member
- 4.12 recognise any penalty imposed by any Club
- 4.13 pursue such commercial arrangements, including sponsorship and marketing opportunities as are appropriate to further the interests of rugby league in the District
- 4.14 adopt and implement such policies as may be developed by the NSWRL or the NRL, including (as relevant and applicable) member protection, anti-doping, health and safety, junior sport, infectious diseases and such other matters as may arise as issues to be addressed in rugby league
- 4.15 represent the interests of its members and of rugby league generally in any appropriate forum in the District
- 4.16 have regard to the public interest in its operations
- 4.17 do all that is reasonably necessary to enable these objects to be achieved and enable members to receive the benefits which these objects are intended to achieve
- 4.18 promote the health and safety of members and all other participants in rugby league in the District;
- 4.19 seek and obtain improved facilities for rugby league in the District; and

## 5. DISSOLUTION

The Junior League shall not be dissolved, or its name changed without the consent of the PNRL or the NSWRL.

## **6. JUNIOR LEAGUE AFFILIATION**

The Junior League shall be affiliated with the PNRL and NSWRL in accordance with those bodies' memorandum and articles of association and of the rules and policies and regulations thereunder respectively.

## **7. CATEGORIES OF MEMBERS**

7.1 The members of the Junior League shall consist of:

- (a) Affiliated Clubs, which subject to this constitution, shall be represented by a delegate (pursuant to Clause 12)
- (b) Life members (pursuant to Clause 20)
- (c) Individual members
- (d) Temporary members, which subject to this constitution may be nominated by their Club to represent the club member delegate in their absence at General meetings. In the absence of the member delegate, temporary members may be present, debate and vote on behalf of the Club at general meetings

## **8. AFFILIATION – MEMBER CLUBS**

8.1 The Junior League shall consist of those member Clubs, as are presently affiliated with the Incorporated Association known as the Parramatta Junior Rugby League Club Inc and of any other Club which may be admitted to membership from time to time, subject to the conditions as set out in Clause 8.7.

8.2 To maintain affiliation and have registrations open on 1 December, ALL Clubs must present by no later than 30 November each year the list of documentation required in the affiliation of member clubs policy.

8.3 Any Club that has failed to re-affiliate with the Junior League for a period in excess of two (2) years or has been suspended or disqualified from being a member, during the immediately preceding year is required to re-apply and submit an application for affiliation, pursuant to Clause 8.7.

8.4 Any Club that has registered less than six (6) teams for three (3) consecutive years may have their affiliation for the following year rejected. Such Clubs will be encouraged to merge with the nearest affiliated Club. If the merging of Clubs does not occur, then the committee of the Club that has not been affiliated by the Junior League shall refer to their constitution with respect to what action they shall take concerning the continuation of the Club.

8.5 A Club affiliated to the Junior League may only enter an Open Age Men's team in a competition if they:

- i. enter three (3) or more teams aged Under 6 to Under 12, and;
- ii. three (3) or more teams aged Under 13 to Under 18, and;
- iii. Either one (1) Under 18 or one (1) Under 20 team that can feed into the Open Age Men's Team

8.6 The Chairperson of the Junior League, after consultation with the Junior League Board of Management and the chair of the PNRL has the power to suspend, reject or approve affiliation or disqualify any affiliate Club for any reason. The determination of the Chairperson of the PJRL is final and there is no right to appeal.

8.7 Prior to 30 September, the year before affiliation, new Clubs must submit to the Junior League with their application:

- i. a copy of their Club constitution
- ii. a financial budget for the ensuing year
- iii. a detailed list of Club officials (president, secretary, treasurer, registrar, club coach, member protection information officer, club delegate, public officer, general committee members)
- iv. a jersey design for approval by the board of management
- v. a nominated ground/grounds within the PNRL District boundaries, to be used for all home games and training
- vi. a financial surety of a value as shall be decided by the Chairperson of the PJRL

8.8 The General Manager of the Junior League shall establish and maintain a register of affiliated Clubs and the members of the association of the Junior League, together with the addresses of the affiliated Clubs, secretaries and officials or office bearers thereof.

8.9 The register should be kept by the General Manager at the principal place of administration.

## **9. AFFILIATION FEES – MEMBER CLUBS**

The affiliated Clubs shall pay affiliation fees as shall be determined by the Chairperson of the Junior League

## **10. HEADQUARTERS**

The headquarters of the Junior League shall be within the District, where all meetings will be held. The chairman of the PNRL or its nominee has the power to designate the location of such headquarters at any time.

## **11. YEAR**

11.1 The rugby league year shall commence each year based on when the NRL open registrations for the following season.

11.2 The financial year shall be from 1 November each year until the 31 October the following year.

## **12. DELEGATES**

12.1 Each affiliated Club shall have one (1) delegate as a member of the general committee. Such delegates must be bona-fide members of the Club they represent. The delegate should be the secretary or public officer of each affiliated Club, or in their absence, a temporary delegate, who is a member of the Club Executive of each respective affiliated Club.

(a) Delegates vote:

The delegates of the affiliated Clubs shall have the right to vote, but such right to vote may be challenged should the Club have failed to pay any account to the Junior League and their votes may be disallowed by the Chairperson of the Junior League..

(b) Delegates Address:

The secretary of each affiliated Club shall notify the General Manager of the Junior League, in writing on the prescribed form, of the name and address of its delegate or representative prior to the annual general meeting.

(c) Delegates Term:

Each delegate or representative of each affiliated Club, except as otherwise provided, shall retain the position from one annual general meeting to the next annual general meeting, or until the General Manager of the Junior League is notified by the secretary of the affiliated Club that another delegate or representative has been appointed in substitution of the original delegate.

(d) Temporary Delegate:

If the Club delegate of an affiliated Club is unable to attend a meeting, the affiliated Club may be represented by a temporary delegate. An affiliated Club must complete a temporary delegate form for approval to enact the rights of the Club delegate.

### 13. JUNIOR LEAGUE POWERS

13.1 The membership of every affiliated Club, every junior team, every registered member of each Club and every parent of a registered child of each Club shall be subject to:

- (a) Such conditions as the Chairperson of the Junior League, after consultation with the Junior League Board of Management, may impose with the sanction of the NSWRL.
- (b) The Chairperson of the Junior League, after consultation with the Junior League Board of Management, and the chair of the PNRL may cancel the affiliation of any Club, team or person if it fails to observe or comply with any laws, conditions, policies or of any rules of the PNRL or any laws, policies or any conditions that may be imposed by the Junior League.
- (c) The Chairperson of the Junior League may disqualify or decline to register any player if such player has declined to comply with any conditions set by the PNRL.
- (d) The Chairperson of the Junior League shall have the right to call upon any player of any Club affiliated with the Junior League to play with or for the PNRL.
- (e) The Chairperson of the Junior League, in consultation with the Board of Management, shall have the power to delete, amend or add to any policy of the Junior League which is not in the best interest of the Junior League.
- (f) The chairman of the PNRL shall have the power change, amend or reverse any decision made by the Junior League which is not in the best interest of the PNRL.



#### **14. REGULATION BY PARRAMATTA NATIONAL RUGBY LEAGUE CLUB**

Where a provision in respect of any matter in these regulations, policies or clauses is inconsistent with the provision in respect to that same matter in the Act or the rules, regulations or policies of the PNRL, such provision herein contained shall be deemed invalid to the extent of the inconsistency and the provisions with respect to that matter in the Act or the rules, regulations or policies of the PNRL and the NSWRL shall apply, providing that for the purposes of this clause any provision of these regulations approved by the PNRL and the NSWRL are deemed not to be inconsistent with a provision in the PNRL constitution.

#### **15. INTERPRETATION**

Any question as to the interpretation of these clauses, regulations or policies shall be referred, in writing, for the determination by the PNRL or its nominee whose decision shall be final as provided in clause 40.

#### **16. POWER TO FORMULATE RULES AND POLICIES**

The Junior League is empowered to formulate competition and conference competition rules and policies, provided that the same have been approved by the Chairperson of the Junior League and do not conflict with the constitution of the PNRL and/or the constitution of the NSWRL.

#### **17. MEMBERSHIP**

17.1 Every affiliated Club at the date of incorporation of the Junior League, and every member thereof and every other Club applying for membership to the Junior League, upon joining the Junior League shall become entitled to the privileges that the Junior League can impart in accordance with the policies, articles and regulations of the Junior League and, as their joining is a voluntary act on their part, so thereby their acceptance of the policies, articles and regulations of the Junior League, or any that may hereafter be enacted is hereby implied, as well as their submission to the restrictions enforced and penalties imposed hereunder or by them.

(a) Members liabilities shall be restricted to:

- i. The liability of any member affiliated Club of the Junior League to contribute towards the payment of debts and liabilities of the association of the Junior League with costs, charges and expenses of winding up of the association of the Junior League shall be limited to the amount, if any, unpaid by the affiliate Club member in respect of membership of association of the Junior League as hereinbefore provided or in respect to affiliation fees required by the rules and any unpaid fines, if any, imposed by the board of management under the constitution of the Junior League, any unpaid insurance levies comprising:
  - 1) Players compulsory insurance, or;
  - 2) Public liability insurance involving Club officials, workers and team members.
- ii. No affiliated Club or members shall be liable for any costs, greater than those listed above, in respect to the debts or costs, charges or expenses involved in the winding up of the Junior League.

## **18. GENERAL COMMITTEE**

18.1 The members of the general committee shall consist of:

- (a) Life members of the Junior League,
- (b) Those members duly elected as patrons of the Junior League by the board of management,
- (c) The nine (9) members of the board of management,
- (d) Up to thirteen (13) elected members of the advisory committee,
- (e) One (1) delegate from each affiliated Club,

All those members of the general committee referred to in this clause, with the exception of the General Manager, shall be entitled to vote at all meetings of the Junior League.

## **19. PATRONS**

19.1 The Junior League at its annual general meeting may appoint annually on the recommendation of the board of management a patron or such number of patrons, as it considers necessary, subject to approval of that person or persons.

19.2 The patrons are entitled to the rights and privileges as a patron, in accordance with the articles, rules and policies herein contained.

## **20. LIFE MEMBERSHIP**

20.1 Life members of the Junior League shall be entitled to all privileges of the Junior League as enjoyed by all members and may stand for any position in the Junior League in accordance with the clauses, rules and policies herein contained.

20.2 Nominees for life membership shall have undertaken ten (10) years cumulative service with the Junior League as an office bearer (pursuant to clause 24.1 and clause 24.3).

20.3 Nominations for life membership will close fourteen (14) days prior to the board of management meeting in October each year and will be considered at the pre-annual general meeting.

20.4 All nominations must be submitted each year irrespective of previous nominations.

20.5 All nominations must be in writing on the prescribed life membership nominations form, giving full names of the proposer and seconder and accompanied by the qualifications of the nominee, consistent with the criteria as listed in the life membership nomination form.

20.6 The qualifications committee must furnish a report on the correctness or otherwise of the qualifications submitted in respect of all nominees.

20.7 There must be at least 75% voting strength of the board of management, as outlined in clause 24.1, for a life membership nomination to be proceeded with.

20.8 The nominees that have been proceeded with will be tabled at the annual general meeting for election.

20.9 Nominees are to be submitted to ballot. Votes must be recorded for all nominees.

20.10 The general committee, pursuant to Clause 18.1 shall have the right to vote yes or no with respect to life membership nominees.

20.11 There shall be no more than three (3) persons inducted as life members in any one year. The three (3) nominees receiving the highest number of affirmative votes, provided that such number is at least 75% affirmative votes of those in attendance and eligible to vote, shall be declared life members.

20.12 Life membership shall be forfeited by misconduct detrimental to the welfare and interest of the Junior League or at the direction of the Chairperson of the Junior League.

20.13 A life membership blazer will be re-presented to members after they have completed a further ten (10) continuous active years of service with the Junior League.

## **21. DISQUALIFICATION**

Any member of any Club while under suspension or disqualification shall not be eligible to hold any position or office and shall forfeit all privileges of membership under the jurisdiction of the Junior League, PNRL and NSWRL.

## **22. GENERAL MANAGER**

22.1 The board of directors of the PNRL or its nominee will appoint a General Manager of the Junior League.

22.2 The General Manager, who is nominated by the PNRL, shall be entitled to be a member of the board of management and shall, by virtue of their appointment, enjoy and possess the right of attending all meetings of the board of management.

22.3 The General Manager shall have no voting rights.

22.4 The General Manager shall be employed by the PNRL but shall be the General Manager and shall carry out administrative duties, as may be assigned to them by the chairman of the PNRL or their nominee, and shall otherwise act as the managing director of the Junior League and carry out the daily administrative functions of the Junior League.

22.5 The General Manager shall be appointed as the public officer of the Junior League.

22.6 If a General Manager is not appointed by the PNRL, the administrative duties shall be carried out by the public officer, as nominated by the board of management.

## **23. REGISTRATION OF COLOURS**

23.1 The secretary of each Junior Club shall register its colours with the General Manager of the Junior League within their affiliation submission, and such Club's players shall appear in proper uniforms in all matches.

23.2 The board of management shall have the power to refuse to register any uniform if not sufficiently distinctive, but upon registration the uniform shall become the exclusive property of the Junior Club first registering it, who shall retain the right to the colour and design and it may not be worn by any other Club in the same competition.

23.3 The representative uniform of the Junior League shall be that of the PNRL Club and no affiliated Club shall use the design and colours for its individual colours of its own team, unless approved by the Chairperson of the Junior League in consultation with the Chair of the PNRL.

23.4 The Chairperson of the Junior League has the power to change any uniform.

## **24. OFFICIALS AND MANAGEMENT**

- 24.1 The governing body of the Junior League shall be a board of management consisting of eight (8) Directors and the General Manager.
- (a) six (6) Directors of the board of management shall be elected by the general committee
  - (b) one (1) PNRL member who shall be appointed and nominated by the PNRL
  - (c) one (1) Referees' Association member, appointed and nominated by the Referees Association
  - (d) the General Manager, who shall also be the managing director, pursuant to clause 22
- 24.2 The board of management members shall appoint the following officers from those duly elected by the general committee:
- (a) Chairperson
  - (b) Deputy Chairperson
- 24.3 The board of management members will also appoint the following office bearers from members of the general committee (refer clause 18):
- (a) qualifications committee chairperson
  - (b) constitution & policies committee chairperson
  - (c) advisory committee chairperson
- 24.4 It is permitted for a board member to hold office in accordance with clause 24.2 and also clause 24.3. It is also permitted for a board of management member to hold more than one (1) position as a sub-committee chairperson, providing that there is no perceived conflict of interest.

## **25. ELECTED DIRECTORS**

- 25.1 Pursuant to clause 24, six (6) Directors of the board shall be elected by the general committee.
- 25.2 The board of management shall be elected by the general committee (refer clause 18.1) as hereinafter provided.
- 25.3 Any applicants for the election of a member of the board of management shall not be active members of any Club affiliated with the Junior League. No active player or member of any affiliated Club within the Junior League, any active graded referee or any executive committee member of the Referees Association shall be eligible to stand for election of Director of the Junior League unless the nomination of that person for the purposes of such election is accompanied by a request that if successful at such election their name be removed from the list of registered players of the Club or the list of active membership of an affiliated Club or the list of active graded referees published by the Referees Association, or the list of executive committee members of the Referees Association as the case may be, and is by an application as an Individual Member of the Junior League.

### **Nominations**

- 25.4 Nominations for elected director positions shall be called for forty-eight (48) days prior to the annual general meeting.
- 25.5 When calling for nomination's, details of the necessary qualifications and job descriptions for the positions shall also be provided.

- 25.6 Qualifications and job descriptions shall be as determined by the board of management from time to time.
- 25.7 Any nomination for the position of an elected director of the Junior League of any person who in the opinion of the board of management (acting reasonably and expressed in a resolution of the board) does not meet the qualifications, shall not qualify as a valid nomination. Any such resolution by the board to decline a nomination, must be passed by not less than 75% of the members of the board of management.

#### **Form of Nomination**

- 25.8 Nominations must be:
- (a) In writing;
  - (b) On the prescribed form provided for that purpose;
  - (c) Signed by two (2) delegates from affiliated Clubs;
  - (d) Certified by the nominee, expressing their willingness to accept the position for which they are nominated; and
  - (e) Delivered to the Junior League not less than thirty-five (35) days before the date fixed for the annual general meeting.

#### **Elections**

- 25.9 Voting papers shall be prepared containing the names of the candidates in randomly drawn order, for each elected director vacancy on the board.
- 25.10 Voting shall be conducted in such manner and by such method as may be determined by the board of management from time to time.
- 25.11 If the number of nominations received for the board is equal to the number of vacancies to be filled, or if there are insufficient nominations received to fill all elected director vacancies, then those nominated shall be declared elected only if approved by over 50% of the general committee entitled to vote pursuant to Clause 18.1.
- 25.12 If there are insufficient nominations received to fill all elected director vacancies, or if a person is not approved by over 50% of the general committee pursuant to clause 18.1, the positions will be deemed casual vacancies. Casual vacancies may be filled pursuant to clause 30.4.

#### **Term of Appointment for Elected Directors**

- 25.13 Directors elected under this clause 25 shall be elected for a term of two (2) years.
- 25.14 Subject to provisions in this constitution relating to earlier retirement or removal of Directors, elected directors shall remain in office from the conclusion of the annual general meeting at which the election occurred until the conclusion of the second Annual General Meeting following.
- 25.15 Three (3) elected Directors shall retire in each odd year and three (3) elected Directors shall retire in each even year.
- 25.16 The sequence of retirements under clause 25.15 to ensure rotational terms shall be determined by the board of management. If the board of management cannot agree it will be determined by ballot.

25.17 Directors may serve a maximum of ten (10) years as an elected Director, subject to meeting the terms of clause 25.3 and clause 25.7. The ten (10) years can be served either consecutively or cumulatively.

25.18 Notwithstanding clause 25.17, a person that has served ten (10) years as a Director may be appointed as a casual vacancy pursuant to clause 30.4.

## **26. ADVISORY COMMITTEE**

26.1 The advisory committee shall consist of a chairperson, who is a Director on the board of management and up to thirteen (13) elected members.

26.2 The advisory committee shall be elected by the general committee (refer clause 18.1) as hereinafter provided.

26.3 All members of the advisory committee shall be elected for one (1) year.

26.4 Following each annual general meeting, all members of the advisory committee shall resign their positions.

26.5 A retiring member of the advisory committee shall be eligible for reappointment.

26.6 Advisory committee members may serve an infinite term.

26.7 Persons that have served the maximum ten (10) year elected Director term may serve an infinite term as an advisory committee member.

26.8 The Junior League accepts any person or official without deference to residential qualifications providing those persons are of integrity and are associated with an affiliated Club, the PNRL or the Junior League.

26.9 Notwithstanding clause 26.8, executive committee members (president, vice-president, secretary, treasurer, registrar) of any affiliated Junior League Club are ineligible to be appointed as a member of the advisory committee.

### **Nominations**

26.10 Nominations for advisory committee positions shall be called for twenty-one (21) days prior to the annual general meeting.

26.11 When calling for nomination's, details of the necessary qualifications and job descriptions for the position shall also be provided.

26.12 Qualifications and job descriptions shall be as determined by the board of management from time to time.

26.13 Any nomination for the position of an appointed advisory committee member of the Junior League of any person who, in the opinion of the board of management (acting reasonably and expressed in a resolution of the board) does not meet the qualifications shall not qualify as a valid nomination. Any such resolution of the board must be passed by the affirmative votes of not less than 75% of the members of the board of management.

26.14 A member of the advisory committee shall cease to be a member of that committee if any of the events referred to in clauses 30.2 (b), (d), (e) or (h) occur with respect to them.

26.15 Where a casual vacancy occurs in the position of a member of the advisory committee between the date of one annual general meeting and the date of the next annual general meeting, the Junior League board of management may appoint members to fill the casual vacancy/vacancies.

26.16 The members of the advisory committee shall assist the Clubs by performing such tasks as may be delegated to them by the Junior League board of management.

#### **Form of Nomination**

26.17 Nominations must be:

- (a) In writing;
- (b) On the prescribed form provided for that purpose;
- (c) Signed by an authorised representative from one (1) delegate from affiliated Clubs;
- (d) Certified by the nominee expressing their willingness to accept the position for which they are nominated; and
- (e) Delivered to the Junior League not less than seven (7) days before the date fixed for the annual general meeting.

### **27. RETURNING OFFICER**

27.1 For the purpose of the conduct of any election or elections provided for in these regulations the General Manager may appoint a person to act as the returning officer and such other person or persons as they deem fit to assist them as a scrutineer.

27.2 A person appointed as returning officer pursuant to this clause shall in the performance of their duties act in accordance with these regulations.

### **28. ANNUAL GENERAL MEETING**

28.1 The annual general meeting of the Junior League shall be held in accordance with the provisions of the Act and no later than 20 December of that current year.

### **29. GENERAL MEETINGS**

29.1 All meetings, other than the annual general meeting shall be called general meetings.

- (a) A general meeting of the Junior League shall be convened by the General Manager:
  - i. upon a resolution by the board of management to that effect, which resolution shall specify the object of the meeting and nature of the business to be transacted at the meeting.
  - ii. Within fourteen (14) days of the receipt of a written requisition signed by ten percent (10%) of the general committee of the Junior League and specifying the object of the meeting and the nature of the business to be transacted at the meeting.
  - iii. At a general meeting so convened, only the business set out in the resolution or requisition (as the case may be) shall be dealt with.
- (b) Subject to the provisions of the Act relating to special resolutions, and agreements for shorter notice, fourteen (14) days' notice at least (exclusive of the day for which the notice is given), specifying the place, the day and the hour of the meeting, and in the case of special business, the general nature of the business, shall be given to such persons as are entitled

to receive such notices from the Junior League. The accidental omission to give any notice of a meeting to any person entitled to receive same, or the non-receipt of a notice by such person, shall not invalidate proceedings at the meeting.

- (c) The Chairperson of the Junior League has the power to call a special general meeting by giving the Junior League members twenty one (21) days' notice of the meeting and its business.

### **Proceedings at General Meetings**

- 29.2 No business shall be transacted at any general meeting unless a quorum of members is present at the time when the meeting proceeds to business. Forty percent (40%) of eligible voting members of the general committee in person shall be a quorum.
- 29.3 Notwithstanding clause 29.2, in relation to a general meeting convened upon the requisition of members, the necessary quorum shall be forty percent (40%) of the general committee of the Junior League.
- 29.4 If within half an hour from the time appointed for the meeting, a quorum is not present at the meeting, if convened upon the requisition of members, it shall be dissolved; if any other case it shall stand adjourned to the same day in the next week at the same time and place, or to such other day and at such other time as the board of management may determine, and if, at the adjourned meeting, a quorum is not present within half an hour from the time appointed for the meeting, the members present (being not less than three [3]) shall be a quorum.
- 29.5 Meeting Chair
  - a) The Chairperson of the Junior League shall preside as the chair at every general meeting of the Junior League, or if they are not present then the Junior League Deputy Chairperson shall preside.
  - b) if there is no Chairperson or Deputy Chairperson of the Board, or they are not present within fifteen (15) minutes after the time appointed for the holding of the meeting, or are unwilling to act, the Directors present shall elect one (1) of their number to be chairperson of the meeting.
- 29.6 The chair of the meeting may, with the consent of any meeting at which a quorum is present (and shall, if so directed by the meeting), adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- 29.7 When a meeting is adjourned for thirty (30) days or more, notice of the adjourned meeting shall be given as in the case of an original meeting, though it shall not be necessary to give notice of an adjourned meeting or the business to be transacted at an adjourned meeting.
- 29.8 At any general meeting a resolution put to vote at the meeting shall be decided on a show of hands, unless a poll is (before or on the declaration of the result of a show of hands) demanded:
  - a) by the chairperson of the meeting; or
  - b) by at least five (5) members of the general committee present in person.
- 29.9 A member shall vote in person and on a show of hands. Every person present who is a member shall have one (1) vote, and on a poll, every member present shall have one (1) vote.



- 29.10 In the case of an equality of votes, whether on a show of hands or on a poll, the chairperson of the meeting, at which the show of hands takes place or at which a poll is demanded, shall be entitled to a casting vote.
- 29.11 Unless a poll is so demanded, a declaration by the chairperson that a resolution has, on a show of hands been carried, or carried unanimously, or by a particular majority, or lost and an entry to that effect is made in the book containing the minutes of the proceedings of the Junior League, shall be conclusive evidence of the fact, without proof of the number or proportion of the votes recorded in favour of or against the resolution.
- 29.12 If a poll is duly demanded, it shall be taken in such manner and either at once or after an interval or adjournment or otherwise as the chairperson of the meeting directs and the result of the poll shall be the resolution of the meeting at which the poll was demanded, but a poll demanded on the election of a Chairperson or on a question of adjournment shall be taken forthwith. Any demands for a poll may be withdrawn.

### **30. DIRECTORS**

- 30.1 The PNRL board have the authority and power to take control of the management of the Junior League if it believes the Junior League Directors are not managing the Junior League pursuant to clause 4 of this constitution. This includes replacing the Junior League Board of Directors.
- 30.2 The Junior League may from time to time by resolution passed at a general meeting increase or reduce the number of Directors after consultation with the chairperson of the PNRL or their nominee.
- 30.3 The office of a Director shall become vacant if:
- (a) They cease to be a Director by virtue of the provisions relating to Directors under the Act
  - (b) They become bankrupt or make any arrangement or composition with their creditors generally
  - (c) They become prohibited from being a Director of a company by reason of any order made under the Act
  - (d) They become of unsound mind or a person whose person or estate is liable to be dealt with under the law relating to mental health
  - (e) They resign their office by notice in writing to the Junior League
  - (f) They hold any office of profit under the Junior League
  - (g) They have served a total of ten (10) years as a Director of the Junior League
  - (h) At the direction of the chairperson of the Junior League
- 30.4 At the first available opportunity after the election the Directors shall elect from among their number:
- (a) A Chairperson of Directors, who shall be Chairperson of the Junior League;
  - (b) A Deputy Chairperson, who shall be Deputy Chairperson of the Junior League;
  - (c) Delegate and nominate those persons who shall be:
    - i. qualifications chair
    - ii. constitution & policies chair

iii. advisory committee chair

30.5 Where a casual vacancy occurs in the position of a Director between the date of one election of Directors at an annual general meeting and the end of their term, pursuant to clause 25.12, the Board may appoint an eligible person to fill the vacancy for the remainder of the term.

### **31. POWERS AND DUTIES OF THE BOARD**

31.1 The business of the Junior League shall be managed by the board of management who may pay all expenses incurred in promoting and registering the Junior League and may exercise all such powers of the Junior League as are not, by the Act or by these regulations, required to be exercised by the Club in a general meeting, provided that no resolution of or regulation made by the Junior League in general meeting shall invalidate any prior act of the board of management which would have been valid if that resolution or regulation had not been passed or made.

31.2 The board of management may make policies and rules for the conduct of the Junior League generally, provided however that such policies and rules are not inconsistent with these regulations, the Act, the rules and regulations of the Junior League, NSWRL and/or NRL or the objects of the PNRL or the Junior League.

31.3 The Board shall record minutes of:

- (a) all appointments of officers and servants
- (b) the names of Directors present and not present at all meetings of the Junior League
- (c) all proceedings at all meetings of the Junior League and the board of management

Such minutes shall be signed by the Chairperson of the next meeting at which the proceedings were held or by the Chairperson of the next succeeding meeting.

### **32. PROCEEDINGS OF THE BOARD OF MANAGEMENT**

32.1 The board of management are to meet monthly for the despatch of business.

32.2 The board of management may adjourn and otherwise regulate its meetings as it thinks fit.

32.3 A Director may at any time, and the General Manager shall on the requisition of a board of management Director convene an additional meeting of the board of management.

32.4 Unless the board of management otherwise determines, each board of management meeting shall be called with at least seven (7) days' notice given to each Director.

32.5 Subject to these regulations, questions arising at any meeting of the board of management shall be decided by a majority of votes and a determination by the majority of the board of management shall for all purposes be deemed a determination of the board of management.

32.6 In case of an equality of votes, the Chairperson of the meeting shall have a casting vote.

32.7 A Director shall not vote in respect of any contract or agreement with the Junior League in which they are interested, or any matter arising out of the meeting, and if they do so their vote shall not be counted. Such conflicts will be noted in the minutes of the meeting.

32.8 Notwithstanding any rule of law or equity to the contrary:

- (a) No Director shall be disqualified by their office from contracting with the Junior League either as vendor or otherwise, or

- (b) No contract or any contract or arrangement entered into by or on behalf of the Junior League in which any Director shall be in any way avoided, or
- (c) No Director may be liable to account to the Junior League for any profit arising from or realised by such contract or arrangement, or
- (d) By reason only of such Director holding that office or provided that the Director declared what the nature of their interest was or it had been previously disclosed by them at the meeting of the board of management at which the contract or arrangement is determined (if their interest then exists and in any other case at the first meeting of the board after the acquisition of the interest):
  - i. A general disclosure or notification, to the board of management that a Director is a member of or otherwise interested in any specified firm or company, and is therefore to be regarded as having an interest in all transactions with that firm or company, shall be sufficient disclosure under this regulation as regards to that Director and the said transactions.
  - ii. If after such general disclosure or notification, it shall not be necessary for such a Director to give special notice in relation to any particular transaction with that firm or company.
  - iii. So long as the provisions of this clause have been observed by any Director regarding any contract or arrangement in which such Director signed the document, evidencing such contract or agreement shall not in anyway affect the validity of the said document.

32.9 The quorum necessary for the transaction of the business of the board of management shall be five (5) Directors or such other number of Directors as may be fixed by the board of management and at least one (1) member must be nominated by the PNRL.

32.10 The continuing Directors may, notwithstanding any vacancy in the Directors, but if and so long as their number is reduced below the number fixed by or pursuant to these regulations as the necessary number of Directors, the continuing Director or Directors may act for the purpose of increasing the number, or of summoning a general meeting of the Junior League, but for no other purpose.

32.11 The chair of meetings of the board of management shall be the Chairperson of Directors or, in their absence the Deputy Chairperson.

32.12 If the Chairperson and Deputy Chairperson are absent, then such other person as the Directors present may choose to chair the meeting shall preside.

32.13 The Board may delegate any of their powers and/or functions to one or more sub-committees consisting of not less three (3) persons including at least one (1) Director.

32.14 Any sub-committee so formed shall conform to any regulations that may be imposed by the board of management and subject thereto shall have power to appoint any member or members of the Junior League provided that any member appointed shall have no vote.

32.15 A sub-committee may elect a chairperson at its meetings; if no such chairperson is elected or if at any meeting the chairperson is not present within ten (10) minutes after the time appointed for holding the meeting, the sub-committee present may choose one (1) of their number to be chairperson of the meeting.

32.16 All acts done by any meeting of the board of management or a sub-committee or by any person acting as a Director shall, notwithstanding that it is afterwards discovered that there was some defect in the appointment of any such Director or person acting as aforesaid, or that the Director or any of them were disqualified, be as valid as if every such person had been duly appointed and was qualified to be a Director.

32.17 A resolution in writing signed by all the Directors for the time being entitled to receive notice of a meeting of the Directors, shall be as valid and effectual as if it had been passed at a meeting of the Directors duly convened and held. Any such resolution may consist of several documents in like form, each signed by one or more of the Directors.

32.18 The board of management may from time to time appoint a specialist person to assist the Directors in its business. Such person may preside over any meeting of the board of management or sub-committee as the Directors so deem and such person will have no vote.

(a) Such specialist person may accompany or appear for the board of management and/or sub-committee as required and requested by the board of management.

(b) Out of pocket expenses of such special person may be approved by the board of management.

(c) Such specialist person will not have a vote at the annual general meeting.

### **33. POWERS OF THE BOARD OF MANAGEMENT**

33.1 The board of management of the Junior League, having been elected by members of the general committee and subject to the Act, the Regulations and these rules and to any resolutions passed by the general committee at a general meeting:

(a) Shall control and manage the affairs of the Junior League;

(b) Shall appoint such sub-committees from the advisory committee as these rules require;

(c) Shall exercise all such functions as may be exercised by the Junior League other than those functions that are required to be exercised by a general meeting of the Junior League, and;

(d) Shall have power to perform all such acts and do all such things as appear to the board of management to be necessary or desirable for the proper management of the affairs of the junior League.

33.2 The board of management shall have the power to admit guests to, or exclude them from, its meetings, but no guests shall have the right to vote, but may, with the consent of the member's present, address the meeting.

### **34. PROCEEDINGS OF THE ADVISORY COMMITTEE**

34.1 The advisory committee shall meet on such days and at such times as directed by the board of management and the procedures to be observed at all meetings of the advisory committee shall be the same as that provided herein for the meetings of the board of management.

34.2 Meetings of the advisory committee may be conducted in conjunction with meetings of the board of management, but at such meetings, members of the advisory committee shall have no voting rights.

34.3 Where an advisory committee meeting is not held in conjunction with a board of management meeting, it shall be chaired by a Director from the board of management.

### **35. BUSINESS AT THE PRE-ANNUAL MEETING**

35.1 The business to be transacted at the pre-Annual Meeting shall be:

- (a) Apologies
- (b) Correspondence
- (c) Financial Statement Report
- (d) Recommendations on Notice(s) of Motion
- (e) Nominations for Directors for the ensuing year
- (f) Nominations for Advisory Committee for the ensuing year
- (g) General Business

### **36. BUSINESS AT ANNUAL GENERAL MEETING**

36.1 The business to be transacted at the Annual General Meeting shall be:

- (a) Apologies
- (b) Reading and confirmation of the minutes of the previous annual general meeting
- (c) Business arising from the previous annual general meeting
- (d) Consideration and adoption of the annual report
- (e) Consideration and adoption of the financial statements
- (f) Correspondence
- (g) Reception of all affiliation fees
- (h) Life membership nominations
- (i) Election of Directors
- (j) Approval of honorariums for the proceeding year
- (k) Appointment of an auditor
- (l) Business of which notice has been given

### **37. STANDING ORDERS**

37.1 The following shall be standing orders of the general committee of the Junior League:

- (a) The general committee shall meet upon such days and at such times and places as it may decide
- (b) At all meetings forty percent (40%), as provided in Clause 29.2 shall form a quorum.
- (c) In the event of a quorum not being present 30 minutes after the time fixed, the meeting shall lapse to a date and time to be set.
- (d) The General Manager shall notify the members of the general committee of the meeting schedule of the committee.

- (e) The Chair shall be taken by the Junior League Chairperson, in their absence the Deputy Chairperson of the Junior League shall reside, if both are not in attendance, the Junior League are to elect a Chairperson to reside
- (f) The order of business shall be:
- i. Apologies
  - ii. Reading and confirmation of minutes of the previous meeting
  - iii. Business arising out of the previous minutes
  - iv. Correspondence and action thereon
  - v. Reports of sub-committees
  - vi. Reports of PNRL
  - vii. Report of Referees Association
  - viii. Report of General Manager
  - ix. Reception of notices of motion
  - x. Consideration of motion of which due notice has been given
  - xi. General business
- (g) The Chairperson may approve the alteration of the order in which the business of the meeting shall be taken and approve the addition of other agenda items.
- (h) None but formal business shall be entered into after 10.00pm.
- (i) No resolution of the general committee shall be altered or rescinded unless seven (7) days notice shall have been given by the member proposing such alteration or rescission. Such notice must be given in writing, giving the names of the proposer and seconder.
- (j) The voting at all meetings, except for the election of officers or committees, shall be by show of hands, which shall be conclusive on the declaration of the result by the Chairperson, unless a vote by ballot or division be immediately demanded.
- (k) The Chairperson of any meeting shall have a casting vote only, unless he be a delegate, who shall have a deliberate vote only.
- (l) Members will be allowed to speak only once to the question but may rise to “a point of order” or to correct a misstatement but no second speech shall be allowed except when speaking to an amendment. The proposer of a motion shall be allowed fifteen (15) minutes in opening, all other speakers ten (10) minutes.
- (m) Any decision or ruling of the Chairperson may be dissented from or overruled by a majority of voters present, but a motion of dissent from the Chairpersons ruling shall be put without discussion except by the dissenter and the Chairperson in that order.
- (n) All sub-committees shall keep a proper minute book of their proceedings for report to the general committee.
- (o) No member of the committee shall leave the room while evidence is being taken on protests, appeals or charges except with the Chairpersons permission.

- (p) No application for the removal of, or the disqualification of the suspension or of the imposition of a penalty on a member of a Club, shall be dealt with unless twenty one (21) days notice shall have first been given to the general committee of such application
- (q) No sum of money shall be paid unless the amount has been passed by the committee and certified by the Chairperson or General Manager.
- (r) All sub-committees shall present their reports in writing to the board of management where possible.
- (s) The proceedings of any sub-committee appointed by the board of management shall be guided by these standing orders so far as they are applicable
- (t) All statements tendered to any sub-committee shall be signed by the persons making such statements

### **38. FUNDS**

- 38.1 The board of management shall have sole control of the funds and assets of the Junior League, subject to approval of the NSWRL or the PNRL acting on their behalf and they shall be devoted to fostering the game of rugby league. The accounts shall be audited by the auditors endorsed by the PNRL and approved at the annual general meeting.
- 38.2 A copy of the annual report shall be sent to the PNRL with the notice calling the annual meeting.
- 38.3 The funds of the Junior League shall be banked in the name of the Junior League and operated upon by any two (2) signatories in accordance with clause 47.6.
- 38.4 The Junior League shall not commit the PNRL and/or the NSWRL for any expense unless same has been sanctioned by the PNRL or NSWRL.
- 38.5 The PNRL Finance Department shall supply monthly reports to the Junior League Board of Management, such reports shall include; profit and loss – year to date, budget – month to date, budget – year to date, balance sheet, bank balances for all accounts.
- 38.6 All payments from the funds of the Junior League shall be made by electronic transfer of funds.

### **39. FINANCIAL ADMINISTRATION**

- 39.1 The PNRL Finance Department shall undertake the accounts payable and accounts receivable function for the Junior League.
- 39.2 The PNRL Finance Department shall administer the Junior League accounts in a financial system in the manner prescribed by the NSWRL and the PNRL and information from within the financial system shall be produced when requested by the Board of the PNRL.

### **40. INTERPRETATION OF AN ALTERATION TO THE CONSTITUTION**

- 40.1 The PNRL shall be the sole interpreter of this Constitution and Policies and such interpretation shall not be altered unless by Notice of Motion.
- 40.2 All requests for interpretation must be in writing stating the clause for which interpretation is desired.
- 40.3 All affiliated Clubs of the Junior League shall mean affiliated bodies.

- 40.4 Notice of resolution to be proposed at any general committee meeting to add to, rescind or amend the constitution, any policies or any other business proposed to be transacted at an annual general meeting, other than the ordinary business, or at any special general meeting shall be given in writing together with the name of the proposer and seconder and shall state which clause it is proposed to add to, rescind or amend giving the page number, to the General Manager of the Junior League in time for them to give twenty one (21) days' notice to each member of the general committee.
- 40.5 The notice of motion shall date from the meeting at which it is handed in and no such notice of motion shall be carried unless by 60% of those voting.
- 40.6 The Chairperson shall on a matter of urgency, and with the consent of 60% of the meeting waive the requisite twenty one (21) days' notice or at the request of the Chairperson of the Junior League, provided that there are 67% of the voting strength in attendance as per Clause 18.1 (c), (d) & (e).
- 40.7 Once a notice of motion to rescind a previous Motion on the same subject is defeated no such further notice of motion shall be considered until after the expiration of three months and no such motion shall be carried unless by a 60% majority of members present.

#### **Decisions**

- 40.8 In the case of interpretations as to the meaning of any of the foregoing clauses, a ruling shall be decided upon by the PNRL, such interpretation or ruling shall be recorded in the minute book of the Junior League and shall be accepted as the true meaning of the clause.

#### **41. ACCOUNTS**

- 41.1 The Directors shall cause proper accounting and other records to be kept and shall distribute copies of every profit and loss account and balance sheet (including every document required by law to be attached thereto) accompanied by a copy of the auditors report thereon as required by the Act provided however, that the Directors shall cause to be made out and laid before each annual general meeting a balance sheet and profit and loss account made up to date not more than six months before the date of the meeting.
- 41.2 The Directors shall from time to time determine at what times and places and under what conditions or regulations the accounting and other records shall be open to inspection of members not being Directors and no member (not being a Director) shall have any right of inspecting any account or book or paper of the Junior League except as conferred by statute or as authorised by the Board or by the Junior League in a general meeting.
- 41.3 True accounts shall be kept of the sums of money received and expended by the Junior League, and the matter in respect of which such receipt and expenditure takes place, and of the property, credits and liabilities of the Junior League, and, subject to any reasonable restrictions as to the time and manner of inspecting the same that may be imposed in accordance with the regulations of the Junior League for the time being in force, shall be open to the inspection of the members. Once at least in every year, the accounts of the Junior League shall be examined by one or more properly qualified auditor or auditors who shall report to the members in accordance with the provisions of the Act.



## **42. AUDIT**

42.1 A properly qualified auditor or auditors shall be appointed at the annual general meeting and their remuneration fixed and duties regulated in accordance with this constitution.

## **43. NOTICE TO MEMBERS**

43.1 Any notice required by law under the constitution to be given to any member shall be given:

- (a) personally by hand, or;
- (b) by sending it to them at their registered address or (they have no registered address within the state) to the address, if any, within the state, supplied by them to the Junior League for the giving of notices to them
- (c) by sending it to them electronically by email, to the address supplied by them to the Junior League for giving notice to them

43.2 Where a notice is sent by post, service of the notice shall be deemed to be effected by properly addressing, prepaying and posting a letter containing the notice and to have been effected in the case of a notice of a meeting on the second day after the date of its posting, and in other cases at the time at which the letter would be delivered in the ordinary course of post.

43.3 Notice of every general meeting shall be given in any manner pursuant to clause 43.1 to:

- (a) Every member except those members who (having no registered address within the state) have not supplied to the Junior League an address within the state for the giving of notices to them, and;
- (b) the auditor or auditors appointed by the Junior League
- (c) No other person shall be entitled to receive notices of general meetings.

## **44. WINDING UP**

44.1 The provisions of the following clause of the constitution relating to the winding-up or dissolution of the Junior League shall have effect and be observed as if the same were repeated in these regulations.

44.2 If upon the winding-up or dissolution of the Junior League there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Junior League, but shall be given or transferred to the Parramatta Leagues Club Limited to further its objects, or if the Parramatta Leagues Club Limited is at that time no longer in existence, to the NSWRL for the purpose of encouraging and promoting athletic games and athletic sports in which human beings are the sole participants within the City of Parramatta.

## **45. INDEMNITY**

45.1 Every Director, auditor, General Manager and other officer for the time being of the Junior League shall be indemnified out of the assets of the Junior League against any liability arising out of the execution of the duties of the office which is incurred by them in defending any proceedings whether civil or criminal, in which judgement is given in their favour or in which they are acquitted or in connection with any application under the Act in which relief is granted to them by the court in respect of any negligence, default, breach of duty or breach of trust.

## 46. INSURANCE

- 46.1 The Junior League, from funds received from grants, affiliation fees and registration fees of players, shall effect and maintain insurance in accordance with Clause 47.1 against liability of the incorporating association of the Junior League, including members of the board of management, advisory committee and other persons involved with the Junior League.
- 46.2 The Junior League shall in addition effect and maintain players compulsory insurance for team members or registered players of any affiliated Club with an approved insurer against injury and disability to a person or player, during any game or at training or if possible, to and from either of them.
- 46.3 The insurance undertaken by the Junior League shall also cover affiliated Clubs, their committee members and officials working in association with individual Clubs. The cover provided should include the insurance listed in clause 47.1.
- 46.4 The Junior League should undertake insurance with either the NRL or the NSWRL if they offer a national or state based insurance scheme for community rugby league through an insurance company.

## 47. MISCELLANEOUS

### INSURANCE

- 47.1 The Junior League shall affect and maintain insurance pursuant to the following:
- (a) The sum of fifty million dollars or such amount as may be prescribed for public liability
  - (b) The sum of ten million dollars or such amount as may be prescribed for professional liability
  - (c) The sum of Fifty Million Dollars or such amount as may be prescribed for Products Liability
  - (d) The sum of One Million Dollars or such amount as may be prescribed for Care Custody Control
  - (e) In addition to the insurance listed under Clauses 47.1 (a), (b), (c) and (d), the Junior League may undertake and maintain other insurance.

### FUNDS – SOURCE

- 47.2 The funds of the association shall be derived from entrance fees, donations and, subject to any resolution passed by the association in general meeting, such other sources as the board of management determines
- 47.3 All moneys received by the association shall be deposited as soon as practicable and without deduction to the credit of the association's bank account.
- 47.4 The association shall, as soon as practicable after receiving any money, issue an appropriate receipt.

### FUNDS – MANAGEMENT

- 47.5 Subject to any resolution passed by the association in general meetings, the funds of the association shall be used in pursuance of the objects of the association in such manner as the committee determines.

47.6 All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments or internet banking payments shall be signed/authorised by any members of the board of management being two of either the Chairperson, Deputy Chairperson or General Manager of the association being authorised to do so by the board of management.

#### ALTERATIONS of OBJECTS and CLAUSES

47.7 The statement of objects and clauses of the constitution may be altered, rescinded or added to only by a special resolution of the Junior League as provided in Clause 40.4.

#### CUSTODY OF RECORDS

47.8 Except as otherwise provided by the constitution, the General Manager shall keep in their custody or under their control all records, books and other documents relating to the Junior League.

#### INSPECTION OF RECORDS

47.9 The records, books and other documents of the Junior League shall be open to inspection by a member of the Junior League at any reasonable hour in accordance with Clause 41.2.

#### SURPLUS PROPERTY

47.10 At the first general meeting of the Junior League, the Junior League may pass a special resolution nominating an incorporated association as the association in which it is to vest its surplus property pursuant to Clause 65 of the Act in the event of the winding up or cancellation of the incorporation.