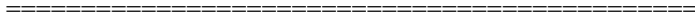


THE CONSTITUTION
of the
BEACHLANDS MARAETAI ASSOCIATION FOOTBALL CLUB INCORPORATED

As approved by not less than 60% of the Financial Members in attendance at the Special General Meeting.

24 February 2013



1. Name

The name of the club shall be the Beachlands Maraetai Association Football Club Incorporated (hereinafter called "the Club").

2. Registered Office

The Registered Office of the Club shall be at the Te Puru Community Centre.

3. Purpose of the Club

3.1 To acquire and take care of the property and affairs of the existing Club, known as Beachlands Maraetai Association Football Club, together with all rights, privileges and other assets, liabilities, obligations and agreements whatsoever of the said Club; enter into, adopt and carry out, with or without modification, all such agreements and do and execute all such acts, deeds, matters and things as maybe necessary expedient for the purpose aforesaid.

3.2 The objectives of the Club are to:

- (a) To encourage and play the game of amateur association football in a manner calculated to promote a sociable and amicable spirit amongst the members of the Club.
- (b) Do anything necessary or helpful to the above purposes.
- (c) Raise funds in a manner which the Club shall determine for the purpose of carrying out the objectives of the Club.

3.3 Pecuniary gain is not a purpose of the Club.

4. Affiliation of the Club

4.1 To be affiliated to the appropriate football association.

4.2 To be affiliated to the Te Puru Community Centre.

5. Club Colours and Monogram

5.1 The Club colours will be White (dominant) with Royal Blue (secondary) under normal situations, and Royal Blue (dominant) with White (secondary) as an alternate strip for all teams entered into regional competition.

5.2 The Club Monogram and Badge shall comprise of the sea (stripes), sails and stars together with "BMAFC", and all enclosed within the dynamic shield. This Monogram must be reproduced to the guidelines appended to this document and with the written approval of the Committee. (Digital copies of the Club Monogram - for accurate reproduction and for all reproduction requirements - are available from the Registered Office.)

6. Membership

6.1 A "Member" is either a Senior Member, Senior Associate Member, Junior Member or Life Member but not an Honorary Member.

6.2 Senior Member is a member 17 years or over.

6.3 Junior Member is a member under the age of 17 years

6.4 Senior Associate Member is a non playing member 17 years and over.

6.5 A Life Member is a person who is acknowledged as a longstanding Member of the Club. A Life Member has all the rights and responsibilities of a Member (including the right to vote), but does not have to pay fees, subscriptions or levies.

6.6 An Honorary Member is a non playing person who is acknowledged as providing or having provided important services to the Club. An Honorary Member has none of the rights or privileges of a Member.

6.7 Senior Members, Senior Associate Members and Life Members have the rights and responsibilities set out in the rules.

6.8 The following members have voting rights:

- (a) Senior Member
- (b) Senior Associate Member
- (c) Life Member
- (d) The parent/guardian of a Junior Member

A nominated parent/guardian is noted on their current registration form. In addition a noted

Parent/guardian that already has voting rights under another membership category may not exercise

the voting rights of their child.

6.9 The following members do not have voting rights:

- (a) Honorary Member
- (b) Junior Member

6.10 Admission of Members

- (a) To become a Member, a person (“the Applicant”) must:
 - (i) Complete a registration form and;
 - (ii) Supply any other information the Committee requires.
- (b) The Committee may interview the Applicant when it considers a Membership Registration.
- (c) The Committee shall have complete discretion when it decides whether or not to let the Applicant become a Member. The Committee shall advise the Applicant of its decision, and that decision shall be final.
- (d) A Membership is only valid once all fees and fines are paid. This includes any outstanding fees from previous periods.
- (e) A Member may become a Life Member only if:
 - (i) The Committee recommends that the Club should appoint a Life Member; and
 - (ii) The Club passes a resolution appointing the Member as a Life Member by two thirds majority of those Members present and voting.

6.11 The Register of Members

(a) The Secretary shall keep a register of Members (‘the Register’), which shall contain the names,

The date of birth, the addresses, e-mails and telephone numbers of all Members, and the dates which they became Members.

- (b) If a Member’s address, e-mail or telephone changes, that Member shall give the new address Or telephone number to the Secretary.
- (c) Each Member shall provide such other details as the Committee requires.

6.12 Discipline

- (a) If in the opinion of the Committee a Member has been guilty of any misconduct that Member shall be given written advice accordingly with full details outlined, and provision for the Member to attend a Committee meeting to answer such complaint.
- (b) The Committee shall, after that Meeting, have the power to suspend that Member.
- (c) Any Member so suspended shall have the right of appeal to a Special General Meeting with a Requisition as provided for in *11.4*

6.13 Re-admission of Former Members

- (a) Any former Member who has resigned may apply for re-admission in the same way as a new applicant, but if the former Member’s membership was terminated by the Committee, the applicant shall not be readmitted without the approval of the Committee by majority vote.

6.14 Obligations of Members

- (a) All Members (and Committee Members) shall promote the purposes of the Club and shall do Nothing to bring the Club into disrepute. All members must abide by the Clubs Rules and Policies which are available on the Clubs website or upon request from the Secretary.

7. Fees

7.1 Fees shall be set annually at the discretion of the Committee and are available for scrutiny by any Financial Member, Associate Member, Honorary Member or Life Member of the Club within fourteen (14) days of such a request for scrutiny being received by the Club Secretary.

7.2 The Committee shall have the power to waive fees for any specific activities or persons. Dispensation for the waiving of fees should be applied for in writing.

8. Voting

8.1 At all General Meetings of the Club all Life, Honorary, Associate and Financial Members present shall be entitled to one vote.

8.2 Only one parent or guardian of a Member under 17 years old shall be entitled to exercise a vote on behalf of that Member.

8.3 Proxy votes are not permissible.

8.4 At all meetings of the Club including the Annual General Meeting or any Special General Meeting, the decision of the majority shall be binding (except where provided for otherwise in the Constitution) and when a ballot is not expressly provided for, all questions shall be decided by voices or show of hands PROVIDED ALWAYS that any three Members can demand a ballot. When there is an equality of voting at any meeting, the Chairperson shall have the casting vote in addition to his/her own deliberative vote.

8.5 Amendments to the constitution passed at an Annual General Meeting shall take effect immediately.

9. Officers

The following shall be elected at the Annual General Meeting as Officers of the Club: President, Secretary/Manager, Treasurer and Club Captain.

9.1 The Club President's role is to :

- (a) Ensure the Club Rules are followed;
- (b) Convene meetings;
- (c) Chair Meetings, deciding who may speak and when;
- (d) Oversee the operation of the Club
- (e) Give a report on the operation of the Club at each Annual General Meeting;
- (f) Advise the Registrar of Incorporated Societies of any rule changes.

9.2 The Club Secretary's role is to :

- (a) Record the minutes of Meetings;
- (b) Keep the Register of Members
- (c) Hold the Club's records, documents, and books;
- (d) Receive and reply to correspondence as required by the Committee;
- (e) Retain the common seal of the Club.

9.3 The Treasurer's role is to:

- (a) Collect and receive all payments made to the Club. These payments must be banked within fourteen days after the Treasurer receives them;
- (b) Keep a true and accurate record in the Clubs accounting records, so that the Club's financial Situation can be clearly understood at any point in time;
- (c) Give a financial report and statement of accounts (including an Income and Expenditure Account And Balance Sheet) at each Annual General Meeting and more often if either the Committee or a Majority of the Club decides this in a meeting;
- (d) Forward the annual financial statements of the Club to the Registrar of Incorporated Societies upon Approval by the Members at the Annual General Meeting

9.4 The Club Captain's role is to:

- (a) Ensure the Clubs rules are followed;
- (b) Look after the welfare of the Club and its Members;
- (c) Liaise with the Committee and its Club Members;
- (d) Be responsible for the Club's public relations.

10 Committee

10.1 The management and control of the Club shall be vested in a Committee which shall comprise: President, Secretary/Manager, Treasurer, Club Captain, Committee Members (minimum of 2 in number)

10.2 All Members of the Committee other than conveners shall be elected at the Annual General Meeting.

10.3 Vacancies which arise to elected positions may be filled by the Committee until the next Annual General Meeting

10.4 The Committee shall have the power to co-opt additional Members as it sees fit

10.5 The Committee shall have the power to form or disband sub-committees as it may deem necessary

10.6 No more than one of the Officers of the Club shall come from one family.

10.7 All officers will retire each year but will be eligible for re-election.

10.8 A person ceases to be a Committee Member when:

- (a) They resign by giving written notice to the Committee

- (b) They are removed by majority vote of the Club at a Club Meeting;
- (c) Their term expires.

10.9 If a person ceases to be a Committee Member, that person must give all Club documents and property in their possession to the Committee within one month.

11 Meetings

11.1 The Annual General Meeting of the Club shall be held annually not later than the 30th day of November each year at such time and place the Committee shall appoint. The business to be transacted at the Annual General Meeting shall be the election of Officers and other Committee Members, the receiving of the Report from the out-going committee, the receiving of the Treasurer's Report and the Club's Balance Sheet, and to carry out any other business which is capable of conveniently being carried out at the Meeting.

11.2 Prior to the Annual General Meeting, the Secretary/Manager at the direction of the out-going Committee, will call for names of those persons prepared to stand for Office, and nominations for Officers and Committee Members to be elected at the Meeting.

Nominations must be received in writing by the Secretary four days prior to the date of the Meeting. Nominations from the floor of the meeting will only be accepted when insufficient written nominations have been received.

11.3 A Special General Meeting may be convened by the Secretary either at the direction of the Committee or on receiving a requisition to that effect signed by at least twenty (20) Financial Members of the Club and stating the proposed business to be transacted at such a meeting. Only such business as is set out in the notice shall be transacted.

12. Notice of Meetings

12.1 General Meetings

Fourteen (14) days notice of all Special General Meetings, Annual General Meetings and Ordinary General Meetings shall be given to all Financial Members of the Club either by way of the Club website or by way of advertisement in at least one public newspaper, and such notice shall also state the object of the proposed meeting.

12.2 Committee Meetings

(a) The President shall chair Committee Meetings, or if absent, the Committee shall elect a Committee Member to chair that meeting.

(b) Decisions of a Committee shall be by majority vote.

(c) The President or person acting as Chairperson has a casting vote.

(d) Only Committee Members present at a Committee Meeting may vote at that Meeting

(e) Subject to these rules a Committee may regulate its own practices including any sub

committee

Meetings.

13. Quorum

13.1 The quorum of any Annual General Meeting or Special General Meeting of the Club shall be not less than ten (10) Financial Members.

13.2 The quorum of all Committee Meetings shall be not less than five (5) Members.

14. Signing of Documents

14.1 The Club shall have a common seal. A document shall be executed on behalf of the Club if:

(a) The common seal is attached to the document; and

(b) The document is witnessed by any one of the President, Secretary or Treasurer,

Countersigned by one other member of the Committee.

15. Sponsorship

Only the Committee shall have the power to enter into sponsorship contracts on behalf of the Club PROVIDED ALWAYS that every such contract shall be in writing and FURTHER PROVIDED that no such contract shall contain provisions tending to give any person, company or organisation other than the Committee, control over the Club and FURTHER PROVIDED that any advertising or publicity required by the sponsor shall not affect the dignity and good offices of the Club or any player and any such contract shall make provision accordingly.

Where affiliation to the Te Puru Community Centre exists, the Te Puru Community Centre management has the power to prescribe sponsorship contracts on behalf of the Club PROVIDED ALWAYS that any such contract is in accordance with the conditions above.

16. Finance

The general funds of the Club shall be kept in a Trading Bank or Savings Bank Account or accounts approved by the Committee. The Committee shall appoint three (3) of its Members (one of whom shall be the Treasurer) to supervise the operation of such accounts and the signatures of any two (2) of those Members shall be necessary to operate the accounts.

14.1 The Committee may create a special trust fund for any particular purpose and may pay into such fund from time to time as it deems fit. The special trust fund shall be kept in a special account and shall be supervised by three (3) trustees appointed by the Committee for that purpose, the signature of at least two (2) of those trustees shall be necessary to operate the account. Monies once paid into such special trust fund shall not be used for any general purposes of the Club except by a resolution passed at a Special General Meeting of the Club.

14.2 The end of the Club's financial year shall be 30 September in each year.

14.3 The Committee shall appoint an auditor who shall not hold any other office in the Club and who will audit or review the Annual Accounts in accordance with the Committee's direction.

15. Fundraising

Permission must be obtained from the Committee for any committee, sub-committee, team or player to promote any fundraising activities in the Club's name.

16. General Club Powers

The Club shall have the power:

- a) To acquire real property and goods as may be necessary to conduct its business.
- b) To sell or otherwise dispose of such property and so to let or lease such property or goods as it sees fit.
- c) To raise and borrow money in excess of TWO THOUSAND DOLLARS provided that a Special General Meeting is called to give full details of reasons, terms and conditions, and approves such action.
- d) The Committee shall have the power to raise or borrow money to a maximum of TWO THOUSAND DOLLARS in one financial year.

17. Members Expenses

The Committee shall have the power to reimburse Members in relation to reasonable expenses incurred in conducting the Club's business.

18. Alteration of Constitution

This constitution may be repealed, varied, amended or added to by a 60% majority of Members present and voting at an Annual General Meeting or Special General Meeting. Notice of Motion to repeal, vary, amend or add to the Constitution shall be given in writing together with the proposer and the seconder to the Secretary of the Club at least twenty-eight (28) days before the date of such meeting.

19. Accidents or Injury

The Club will not be liable for any injury to any Member while engaged in any of the Club's activities. All activities shall be performed at one's own risk.

20. Liability of Officers

The Committee and associated Sub-Committees who may acceptor incur financial liability on behalf of the Club shall be indemnified by the Club against any personal loss in respect of such liability.

21. Winding Up

The Club may be disbanded or wound up voluntarily pursuant to Section 24 of the Incorporated Societies Act by a resolution of all Financial Members present at a Special General Meeting of the Club called for that purpose. On any such winding up, the assets of the Club, after payment of all liabilities, shall be disposed of to the furtherance of Junior Football in Auckland.

22. General

Any matter not provided for in this Constitution shall be governed by the Rules and Bylaws of the Controlling Association and where the rules are set out in this Constitution conflict with the Rules of the Controlling Association then the latter shall prevail to the extent of the inconsistency.

SIGNED

PRESIDENT:

SECRETARY:

TREASURER:

DATE: