

Official Constitution of the  
**Jamestown KinderGymnastics Incorporated**

1. **NAME**

The name of the body shall be the “Jamestown KinderGymnastics Incorporated”. Hereinafter referred to as ‘The Club’.

2. **OBJECTIVES**

The objectives of The Club shall be:

- (a) To foster the sport of gymnastics in the Northern Areas Council region as defined by the Gymnastics and Kindergym Association of S.A. Inc.
- (b) To provide recreational gym facilities for the physical development of community members.
- (c) To promote an active and healthy lifestyle for all members of the community.
- (d) To liaise and co-operate with other bodies having similar objectives.

3. **POWERS OF THE ASSOCIATION**

The association shall have all the powers conferred by section 25 of the Act.

4. **MEMBERSHIP**

Membership shall be open to those persons, families and groups who are interested in the physical development of children. Parents / carers whose children are registered shall be members. Coaches shall be members. Each member shall be entitled to vote at meetings.

5. **FEES**

- (a) The fees for membership shall be such sum as the members shall determine from time to time in a general meeting.
- (b) Fees shall be due on the date set by the Committee, provided that the aforesaid date is advertised to all members.
- (c) Differential fees may be levied at the discretion of the Committee.
- (d) Any member whose fee is outstanding for more than three months after the due date for payment shall cease to be a member of The Club, provided always that the committee may reinstate such a person’s membership on such terms as it sees fit.

## 6. **MEETINGS**

### **Annual General Meetings:**

- (a) The Annual General Meeting shall be held in October each year.
- (b) At least fourteen (14) days notice of each meeting shall be given to members. Notice must state the time, date and place of the meeting.
- (c) The business of the Annual General Meeting, listed in order, shall be:
  - (i) Confirmation of minutes of the last preceding AGM and any Special General Meetings held since that AGM.
  - (ii) To receive Annual Reports from the Chairperson, Treasurer and Coaches.
  - (iii) Election of the Committee for the ensuing year (Chairperson, Secretary, Treasurer, a leader representative from each program and two or more general committee members from each program).
  - (iv) To be chaired by a Returning Officer whom has been appointed by the Committee prior to the AGM, or by the meeting if the appointed person is not present.
  - (v) To elect a person to check the annual accounts for the ensuing year.
  - (vi) To consider motions of which due notice has been given or which any member, with the permission of the meeting, may introduce.
- (d) A quorum for Annual General Meetings shall be eight (8) members. In the event of a quorum not being reached, the meeting shall be adjourned for a period of no less than fourteen (14) days nor more than two (2) months. Notice shall be given as herein provided and the members present at that adjourned meeting shall comprise a quorum.

### **General Meetings:**

- (a) There shall be a general meeting at least once a term.
- (b) The Secretary shall call a general meeting at the request of the Chairperson or any three (3) members of the Committee.
- (c) At least seven (7) days notice shall be given to members regarding where and when the meeting will be held.
- (d) The Chairperson shall preside at a general meeting of The Club. If the Chairperson is not present within five (5) minutes after the time appointed for holding the meeting, or he/she is present but declines to take the chair, the members may elect another member to chair the meeting.

- (e) A quorum at a general meeting of The Club shall be four (4) including any two (2) of the Chairperson, Secretary or Treasurer.

**Special Meetings:**

- (a) A Special meeting shall be called at the request of the Chairperson, Secretary, or any four (4) members of the Committee or at the written request of ten (10) members of The Club.
- (b) Such a meeting shall be held within thirty (30) days of such a request and all members notified not less than 10 days before such a meeting.

**6. ELECTION OF COMMITTEE**

- (a) Any member of The Club may be nominated for a position on the Committee.
- (b) Nomination for each candidate for election as Committee member shall be received from the floor at the A.G.M. and shall be proposed and seconded respectively by two members present.
- (c) The election of Committee members shall be by show of hands of members present, including proxy votes. If more than one nomination has been received for a position a ballot shall be required. They shall be declared duly elected.

**7. THE COMMITTEE**

- (a) The affairs of The Club shall be managed and controlled by the Committee. The Committee shall be responsible to The Club.
- (b) The Committee shall appoint a Public Officer as required by the Act. Notice of appointment and of any change, is to be lodged with the 'Office of Consumer and Business Affairs'.
- (c) The Committee shall be comprised of the Chairperson, Secretary, Treasurer, a leader representative from each program and two or more general committee members from each program.
- (d) Members of the Committee shall hold office until the next A.G.M. when all positions will be declared vacant. Any member of the Committee may re-nominate for election to any position on the Committee.
- (e) In the event of an extraordinary vacancy occurring in a position on the Committee, the Committee shall have the power to appoint a member to that position and the person appointed shall hold office until the next A.G.M.
- (f) Sub-Committee's consisting of members, may be formed as required.

8. **MINUTES**

- (a) Proper minutes of all proceedings of meetings of The Club shall be entered within one month after the relevant meeting in minute books kept for that purpose.
- (b) The minutes kept pursuant to this rule shall be signed by the Chairperson of the next succeeding meeting after verification by the members present that they are a true and correct record.
- (c) Where minutes are entered and signed, they shall, until the contrary is proved, be evidence that the meeting was convened and duly held.
- (d) All proceedings held at the meeting shall be deemed to have been duly held, and that all appointments made at the meeting shall be deemed to be valid.

9. **VOTING**

- (a) Subject to these rules each member present in person or by proxy shall be entitled to one vote.
- (b) A member shall be entitled to appoint in writing a person who is also a member of the club to be their proxy, and attend and vote at any meeting of The Club.
- (c) At any meeting of The Club, motions are to be proposed and seconded respectively, be open for discussion, then put to a vote. Voting shall be decided on a show of hands or upon request, a ballot. A declaration by the Chairperson of the meeting that the resolution has been carried or lost by a majority vote.
- (d) In the event of a tied vote, the motion is set aside until the next meeting.

10. **SUSPENSION AND EXPULSION**

Any member may be expelled or suspended from membership at the discretion of the Committee, provided that such a member shall have the right of appeal to a General Meeting. Voting on this issue shall be by secret ballot both in the Committee and in the General Meeting.

11. **AMENDMENTS TO THE CONSTITUTION**

This shall be the only Constitution of The Club and shall come into force forthwith and shall not be repealed, added to or amended except in the case where a majority of members present at an A.G.M. or at a Special Meeting convened for that purpose, are in favour of an amendment, addition or repeal.

12. **FINANCE**

- (a) True accounts shall be kept of all monies received and expended by the club.
- (b) All monies of The Club shall be paid into the bank account of The Club. All payments shall be made by cheque drawn upon The Club account. Such cheques shall be signed by any two of the Chairperson, Correspondence Secretary and Treasurer.
- (c) No cheque shall be signed or money withdrawn unless such withdrawal has:
  - (i) been approved by the Committee
  - (ii) in the case of urgency, been approved by the Chairperson and Secretaryand such payment has been ratified at the next meeting of the Committee.
- (d) The financial year of the club shall end on the thirtieth day of September (30<sup>th</sup> September) each year.
- (e) An Income and Expenditure Account and a Balance Sheet is to be prepared at the end of the financial year.
- (f) The correctness of the accounts and balance sheets shall be checked by the person elected at the preceding A.G.M.
- (g) A record of the checked accounts shall be submitted to the Annual General Meeting.

13. **PROHIBITION AGAINST SECURING PROFITS FOR MEMBERS**

The assets and income of The Club shall be applied exclusively to the promotion of its objectives and no portion shall be paid or distributed directly or indirectly to members except as bona fide remuneration for services rendered or expenses incurred on behalf of The Club.

14. **DISSOLUTION**

- (a) The Club shall be dissolved upon the vote of a three quarters majority by a special resolution at a special General Meeting properly convened to consider such an event.
- (b) At least 21 days notice shall be given to all members of the association, specifying the intention to propose the special resolution.
- (c) Any and all remaining assets, after all just debts and liabilities have been met, shall be distributed in accordance with the directions of the Committee to bodies having similar objectives or purposes to The Club.

15. This Constitution of 'Jamestown KinderGymnastics Incorporated' was adopted at the Special General Meeting held:

at Jamestown

On the      day of                      year 2007 .

Signed \_\_\_\_\_  
*Chairperson*

Lodged with the Office of Consumer and Business Affairs on                      .