

CONSTITUTION

OF THE

KINGSWAY

LITTLE ATHLETICS

CENTRE

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1. NAME

The name of the Centre shall be the “Kingsway Little Athletics Centre Inc.” (here in after referred to as the Centre).

2. AFFILIATION

The Centre shall be affiliated with West Australian Little Athletics Inc. (herein after referred to as the Association). Affiliation will be maintained with the Association (or its successor[s]) as long as the Centre remains in existence.

3. OBLIGATIONS TO THE ASSOCIATION

As a consequence of affiliation with the Association:

- a) The Centre shall be bound at all times to abide by the Constitution, Rules, Regulations & By-Laws of the Association,
- b) Should the Centre fail to fulfil its obligations to the Association by virtue of unduly neglecting, disregarding or abusing the aims and/or powers set out hereunder, or otherwise operate in a manner not in the best interest of Little Athletics as a whole, the Association Board of Management shall be empowered to arrange a meeting with the Centre Executive to resolve the problems,
- c) The Centre cannot change its name or part thereof without the expressed approval of the Association, and
- d) The Association must approve the colour/configuration of the Centre uniform.

4. AIMS

The major aims of the Centre are to:

- a) Provide recreational activity in the form of track and field competition for boys and girls within the age groups catered for by the Association and determined by the Kingsway Executive Committee. This will be carried out without fear or favour with respect to race, creed, sex, socio-economic status or level of ability,
- b) Promote, manage and control little athletics within the Centre area,
- c) Encourage family and community involvement in little athletics as a means of furthering the development of youth,
- d) Develop and maintain, the highest level of sporting endeavour and fair play,

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- e) Encourage the fullest participation by athletes and officials in all events conducted by the Association,
 - f) Provide an environment that allows for the easy transition from little athletics to senior athletics.
 - g) Co-ordinate the activities of all clubs affiliated with the Centre in accordance with the Constitution, Rules, Regulations and By Laws of the Association.
 - h) Promote the idea of children participating in Little Athletics for personal satisfaction through the improvement of their own level of performance in a wide range of events.

5. POWERS

The major powers of the Centre are to:

- a) Register boys and girls as little athletes in accordance with the Constitution, Rules, Regulations and By Laws of the Association,
- b) Apply the property and income of the Centre solely towards the promotion of the aims of the Centre, with no part of the property or income to be paid or otherwise distributed, directly or indirectly, to members, except in good faith in the promotion of these aims,
- c) Organise and control the conduct of little athletics competition arranged by the Centre,
- d) Encourage, aid and facilitate the formation of affiliated clubs,
- e) Select teams of registered boys and girls to represent the Centre in approved competitions,
- f) Appoint delegates to Association meetings in accordance with the Association's Constitution, Rules, Regulations and By Laws of the Association,
- g) Purchase, hire, lease or otherwise acquire athletic or associated equipment for the Centre,
- h) Acquire, hold, deal with and dispose of any real or personal property,
- i) Open and operate bank accounts,
- j) Invest and deal with, all monies, funds and assets of the Centre not immediately required for its purposes, in such a manner as, from time to time, the Centre may determine,

- k) Borrow monies upon the terms and conditions as the Centre sees fit,
- l) Give security for the discharge of the liabilities incurred by the Centre,
- m) Appoint agents to transact any business of the Centre on its behalf,
- n) Enter into any other contract the Centre considers necessary or desirable to assist in achieving it's aims, and
- o) Receive and accept donations, sponsorship, endowments or gifts of any property or assets whatsoever, and subject, or not subject to any special trusts or conditions,
- p) Impose and collect levies, subscriptions, fees and other charges from affiliated clubs and members as determined by the Centre.

6. MEMBERSHIP

- a) Membership shall be open to any person subscribing to the aims of the Centre.
- b) Each member of the Centre shall be bound by the Constitution and By-Laws of the Centre.
- c) Each member of the Centre shall be bound by the Constitution, Rules, Regulations and By-Laws of the Association.
- d) The Centre will provide for the following categories of membership:
 - 1. Registered Little Athlete
 - 1.1. Do not have voting rights
 - 2. Ordinary Membership
 - 2.1. Open to all active supporters of the Centre
 - 3. Executive Committee Membership
 - 3.1. Open to ordinary members elected to the Executive Committee
 - 4. Life Membership
 - 4.1. This category may be bestowed upon those members or former members for meritorious service to the Centre.
 - 4.2. Conferring of life membership should be in accordance with the Centre's Trophy & Awards Policy.

7. TERMINATION OF MEMBERSHIP

- a) The Executive Committee may suspend or expel a person from being or becoming a member of the Centre if, in the opinion of the Executive Committee, that person has committed a breach of Centre rules, the Centre's Constitution or By-Laws or, has undertaken any other action that is unbecoming or contrary to the interests of the Centre and/or little athletics.
- b) Any person who has their membership terminated shall have the right to appeal before a Special General Meeting called for that purpose.

8. REGISTER OF MEMBERSHIP

- a) A register of members of the Centre and their postal or residential addresses shall be kept by the Centre and maintained in an up to date condition.
- b) Upon the request of a member of the Centre, the register shall be made available for inspection of the member.
- c) The register shall not be made available for direct marketing purposes.
- d) The member requesting access to the register may make a copy of or take an extract from the register but shall have no right to remove the register for that purpose.

9. MANAGEMENT OF THE CENTRE

The day to day administration of the Centre shall be entrusted to an Executive Committee.

- a) The Executive Committee shall consist of ten (10) members, these being:

President	Coaching/Development Officer
Secretary	Championships & Special Events Officer
Treasurer	Four (4) Committee Members.
Registrar	

- b) Each Executive Committee member shall be elected at the Centre's Annual General Meeting for a term of one year.
- c) Retiring Executive Committee members may renominate.
- d) Election to the Executive Committee shall be open to any adult person who has been nominated and seconded by a member and upon acceptance by the said person nominated.

- e) In the event of nominations for a position exceeding one, voting for those persons nominated shall take place by way of secret ballot. The person receiving the most votes will be elected.

10. SUB - COMMITTEES

- a) Sub-committees may, from time to time, be established for a particular purpose. The chairperson on any sub-committee shall always be a member of the Executive Committee.
- b) The sub-committee has sole authority to co-opt members on to the sub-committee.
- c) As the sub-committee is set up for a particular purpose, once that purpose has been achieved the sub-committee must be terminated.

11. CENTRE EXECUTIVE MEETINGS

- a) The Executive Committee shall conduct monthly meetings at a time and venue set by the Executive Committee.
- b) The method of conducting all monthly meetings is outlined in the by-laws.
- c) Only Executive Committee Members have voting rights at the normal monthly meetings of the Executive Committee.
- d) Seven (7) days notice of all monthly meetings shall be given to all affiliated clubs and Executive Committee Members.

12. QUORUM

- a) A quorum shall consist of one (1) person more than 50% of committee members.
- b) If a quorum is not present within half an hour after the scheduled commencement time of the meeting members may either:
 - 1. adjourn the meeting to another date, not being later than fourteen days from the date of the adjournment.
 - 2. continue proceedings of the meeting. If the meeting proceeds, all decisions undertaken by the Executive Committee will not be valid until ratified by a meeting of the Executive Committee at which a quorum is present.

13. ANNUAL GENERAL MEETING

- A) The Annual General Meeting (AGM) of the Centre shall be held as soon as possible after completion of the summer athletic season at Kingsway. As a guide only, the AGM is usually held in the week between the Association Zone Championships and the State Championships.
- b) It is the responsibility of the outgoing Executive Committee to determine the time, date and venue of the AGM.
- c) Executive Committee Members, Life Members and Ordinary Members have voting rights at the AGM
- d) The purpose of the AGM is to:
 - 1. Receive the President's report on the activities and business of the Centre over the preceding 12 months,
 - 2. Receive the Treasurer's report on the financial status of the Centre over the preceding 12 months,
 - 3. Elect a new Executive Committee,
 - 4. Consider any proposed alterations to the Constitution, and
 - 5. Transact any other business.
- e) Twenty One (21) days notice for an Annual General Meeting shall be given to all affiliated clubs, Executive Committee Members and Ordinary members.

14. SPECIAL GENERAL MEETING

- a) A Special General Meeting of the Centre may be called at anytime subject to members being given twenty one (21) days notice.
- b) A Special General Meeting of the Centre may be called by the Executive Committee or by a minimum of ten (10) ordinary members.
- c) Advice to all affiliated clubs of the pending Special General Meeting is considered suitable advice to members.
- d) Executive Committee Members, Life Members and Ordinary Members have voting rights at any Special General Meeting.

15. REGISTRATION FEES

- a) A recommended annual registration fee for little athletics shall be set by the Executive Committee, prior to the commencement of each season.
- b) The annual fee set shall consist of a portion for each of following:
 1. WALA Registration Fee
 2. Centre Registration Fee
 3. Club Registration Fee
 4. Charge Per Athlete for Maintaining the Centre's Results System

16. AMENDMENTS TO CONSTITUTION

- a) Amendments may only be made at an AGM or a Special General Meeting called for the purposes of amending the constitution.
- b) Amendments to the constitution require a 75% majority of members present and willing to exercise their right to vote.
- c) Proxy votes will not be accepted.
- d) Amendments to the Constitution which have been passed at an AGM or Special General Meeting shall be forwarded to the Board of Management of the Association for approval or otherwise.

17. AMENDMENTS TO BY-LAWS

- a) Amendments may be made at an Annual General Meeting, a Special General Meeting called for the purposes of amending the by-laws or a monthly meeting of the Executive Committee.
- b) Amendments to the by-laws require a simple majority of members present and willing to exercise their right to vote.
- c) Proxy votes will not be accepted.
- d) Amendments to the By Laws which have been passed at a meeting shall be forwarded to the Board of Management of the Association for approval or otherwise.

18. DISSOLUTION

If, upon the winding up of the Centre, any property of the Centre remains after the satisfaction of debts, liabilities and the costs, charges and expenses of the winding up, ownership of that property shall be transferred to:

- a) In the first instance, the West Australian Little Athletics Inc., or
- b) Another Incorporated Centre having similar aims to those of the Centre.

19. FINANCE

- a) The financial year of the Centre shall be from March 1 to February 28/29 (depending on whether a leap year).
- b) Two signatories, not being from the same household, shall be required to sign all Centre cheques.
- c) All monies received by the Centre shall be banked in the Centre's cheque account.

20. COMMON SEAL

The Common Seal of the Club shall be kept in the care of the Secretary. The seal shall not be used or affixed to any deed or other document except pursuant to a resolution of the Committee and in the presence of at least the President and Secretary, both of whom shall subscribe their names as witnesses.

21. RECORDS OF INCORPORATED ASSOCIATION

The Centre shall, upon request from members, make all documents and records pertaining to the activities of the Centre available for inspection.