

# THE SOUTHERN DISTRICTS CAR CLUB INCORPORATED CONSTITUTION

Last updated 10<sup>th</sup> March 2010

1. The name of the club formed under these rules shall be known as the Southern Districts Car Club Incorporated.
2. **OBJECTIVES**
  - (a)
    - (1) To promote and foster and conduct motorsport generally in all it's disciplines.
    - (2) To promote friendship and courtesy on the roads socially and in competition between members of the club.
    - (3) To promote and engender activities both social and competitive between members of the club and other car clubs.
    - (4) To conduct meetings and classes whereby members may obtain knowledge enabling them to become better drivers and to maintain their vehicles to a high standard of efficiency.
    - (5) To affiliate with the Confederation Of Australian Motorsport hereinafter referred to as CAMS, acknowledge its Constitution, and observe its National Competition Rules, hereinafter referred to as the NCR's.
  - (b)
    - (1) To purchase, take or lease or otherwise acquire, manage, improve and erect grounds, clubhouses and other conveniences and properties in common therewith and to furnish repair, enlarge, alter, uphold and maintain the same and permit the same to be used either gratuitously or for payment.
    - (2) To sell or otherwise dispose of with or without consideration therefore any rights, concessions or other properties which in the opinion of the committee is no longer required.
    - (3) To invest or deal in any money not immediately required by the club in such manner as may from time to time be determined.
3. **MEMBERSHIP**
  - (a) Membership shall be open to anyone interested in the objectives of the Club or competing in CAMS motorsport events. Applications for membership shall be in writing and in such form as the Committee shall determine. All members shall be probationary for a period of six months, after such time automatically becoming members unless otherwise recommended by the Committee.
  - (b) **Classifications**
    - Full membership shall be available to persons of eighteen years and over.
    - Junior membership shall be available to persons under eighteen years of age.
    - Family memberships shall be available to a person and his or her partner and any dependants under eighteen years of age. The names of all members of such family must be nominated in full on the application form as prescribed in Clause 3a.
    - Honorary Life Membership shall be awarded to anyone in the Club after a unanimous vote by the Executive Committee.
  - (c) **Expulsion**
    - The Executive Committee shall have the right to expel, suspend or fine any member deemed by them to have failed or refused to abide by the Constitution or Rules of the Club.
    - Any application for re-admission to membership shall not be considered until the expiration of six months from the date of the expulsion or the payment in full of any monies outstanding.
    - All membership is for a full calendar year with renewal payable no later than 28 February in current year with membership from previous year deemed valid until that date.
  - (d) **Voting Rights**

Voting rights extend to Life Members and current financial members, including all nominated family members provided they have reached the age required to be eligible for a CAMS Competition Licence.
4. **SUBSCRIPTIONS**

Subscriptions shall be established for the following year at the Annual General Meeting. The Club shall publish a periodical to be known as the Southern Comfort Newsletter, issues to be monthly and copies posted to subscribers or contributors regularly.

## 5. MANAGEMENT

The Management of the Club shall be vested in the Executive Committee. The Executive Committee shall consist of the President, a Vice-President, a Secretary, a Treasurer, a Competition Secretary and a CAMS representative. An Auxiliary Committee shall be formed consisting of members with tasks as elected at the Annual General Meeting and they shall report to the Executive Committee. The quantity and office of the Auxiliary Committee positions are to be recommended to a General Meeting by the Executive Committee and nominated for election at the Annual General Meeting.

The President shall chair all meetings or in his absence the Vice-President or a member elected by the meeting.

## OFFICE BEARERS

The office bearers shall be elected at a meeting not later than the end of the calendar year and shall hold office for a period of twelve months from the start of the calendar year. All Committee members shall retire at the end of twelve months, and be eligible for re-election with the exception of the President and Vice-President whom shall only hold that particular office for a maximum period of two consecutive years. Should the President be willing and no other candidate is available then his term may be extended for a further one (1) year to a maximum of three (3) years.

The Executive Committee and the Auxiliary Committee shall have power to make and publish any rules for the better management and control of the Club which shall not be inconsistent with this Constitution. The Executive Committee and the Auxiliary Committee must implement any motion passed by a majority of members at a General Meeting, provided that the motion shall not be inconsistent with this Constitution. The Executive Committee and the Auxiliary Committee have the power to invite any other person to attend Committee Meetings, provided that such person shall not be entitled to a vote.

Any office bearer failing to attend three consecutive Committee Meetings without apology or just cause shall render themselves liable to exclusion from that office on the Committee.

## 6. FINANCIAL YEAR

The financial year of the Club shall end on 30 June in each year.

## 7. MEETINGS

The Annual General Meeting of the Club shall be held not later than 30 November in each year when the annual reports and balance sheet shall be presented. The duties of the incoming Committee will commence on 1 January of the following year.

**Ordinary General Meetings** shall be held on the second Wednesday of each month or an alternative date as decided by the Executive Committee.

**Special General Meetings** may be called in addition to other General Meetings from time to time as deemed necessary by the Executive Committee.

At Annual General Meetings, Ordinary General Meetings and Special General Meetings a quorum shall be 10% of financial membership 18yrs and over, and including a minimum of 50% of the Executive Committee. At an Executive Committee Meeting a quorum shall mean a minimum of four financial committee members. At least fourteen days clear notice of intention to convene a meeting shall be given by the Secretary to all members. It shall be the responsibility of all members to notify the Secretary of any change of address.

## 8. DUTIES OF HONOURARY SECRETARY

- (a) Carry out all directions of Committee, Annual and General meetings.
- (b) Ensure all due compliance with the constitution and rules and duty call all meetings when necessary.
- (c) Ensure minutes are kept of all Annual General, Special General, General and Committee meetings held by the Club.
- (d) Deal with all incoming and outgoing correspondence.
- (e) The Club Secretary shall be the Public Officer of the Club.

## 9. CAMS REPRESENTATIVE

Nominations shall be forwarded at the Annual General Meeting and elected by the incoming Executive Committee (CAMS' NCR's Appendix A clause 5).

## **10. FUNDS**

The funds of the Club shall be banked in the name of the Club and the Bank account shall be operated upon by the President, the Secretary and the Treasurer. Such additional special accounts which may from time to time become necessary shall be opened in the name of the Club and the purpose to which they are directed and shall be operated upon by the President, the Treasurer and one club member. Two out of three signatories to apply.

## **11. DUTIES OF HONORARY TREASURER**

The Honorary Treasurer shall:

- (a) Receive and give receipts for all monies paid to Southern Districts Car Club Inc.
- (b) Bank all monies received according to the rules of the constitution.
- (c) Present all accounts for payment to either the Executive Committee or General Meeting for consideration prior to payment.
- (d) Present to all ordinary meetings a statement of receipts and expenses.
- (e) Keep correct accounts and books for the Club and submit to the Annual General Meeting a Balance sheet and Statement of Accounts for the preceding year after having them duly audited.
- (f) All accounts for payment shall be presented to the Executive Committee or Auxiliary Committee for consideration prior to passing for payment. A statement of receipts and expenses shall be presented by the Treasurer at each General meeting.

## **12. AUDIT**

An auditor or auditors shall be elected at each Annual General Meeting and it shall be his or her responsibility to examine all accounts, vouchers, receipts, etc, and furnish a report thereon at the Annual General Meeting. Audits shall be conducted at regular intervals of not more than twelve months.

## **13. AMENDMENT OF THE CONSTITUTION**

This Constitution may be amended at a meeting as defined in Clause 7 provided that the amendment is accepted by a majority of two-thirds of the members present and voting at the meeting and provided that the number of members present constitutes a quorum.

At least fourteen days clear notice of proposals to amend the Constitution shall be given to all members in writing.

## **14. GENERAL**

All Club members shall be provided with a copy of this Constitution.

## **15. COMMON SEAL**

The Southern Districts Car Club Inc shall provide a common seal to be held by a person so elected each year with the name of the Southern Districts Car Club Inc so inscribed upon. This seal shall not be used except by the authority of the Executive Committee. Every item to which the seal is affixed shall be signed by two of the following: President, Public Officer and Seal Holder.

## **16. SOUTHERN DISTRICTS CAR CLUB IS A NOT FOR PROFIT ORGANISATION**

The Southern Districts Car Club is a non profit organisation and as such the assets and income of SDCC shall be applied solely in furtherance of its above mentioned objects and no portion shall be distributed directly or indirectly to its members except as bona fide compensation for services rendered or expenses incurred on its behalf.

## **17. DISSOLUTION**

In the event of the Southern Districts Car Club being dissolved, the amount that remains after such dissolution and the satisfaction of all debts and liabilities shall be transferred to another organisation with similar purposes which is not carried on for the profit or gain of its individual members. Similarly the funds may be given to a charity. This decision to be made by a majority of members.