RULES OF THE ASSOCIATION & CONSTITUTION
For
PARKDALE CRICKET CLUB INCORPORATED

ABN:92 644 709 354

SCHEDULE 4
REGULATION 19

Rules of the Association & Constitution of Parkdale Cricket Club Incorporated

1 Name, objects and affiliation

1.1 The name of the incorporated association is Parkdale Cricket Club Incorporated. The Club is hereby constituted and shall be known as the Parkdale Cricket Club Incorporated. The Club's official colours shall be navy blue and royal blue.

1.2 The objects of the Club shall be:

(a) To foster and advance junior cricket, and
(b) To promote, control and manage all matches played or arranged to be played by the Parkdale Cricket Club Incorporated
(c) To embrace and adhere to the 'Spirit of Cricket' as outline by Cricket Victoria
(d) To promote cricket as an inclusive sport and foster participation by including both males & females, indigenous people, people with disabilities, people from culturally and linguistically diverse backgrounds, older adults and disadvantaged youth.

1.3 The Club shall be associated with an Association/s sponsored the Victorian Metro Cricket Union (VMCU)

2 Definitions

2.1 In these Rules, unless the contrary intention appears—

- Executive Committee means the committee of management of the Parkdale Cricket Club Incorporated;
- financial year means the year ending on 30 April;
- general meeting means a general meeting of members convened in accordance with rule 11;
- member means a member of the Parkdale Cricket Club Incorporated;
- ordinary member of the committee means a member of the committee who is not an officer of the Association under rule 22;
- Regulations means regulations under the Act;
- relevant documents has the same meaning as in the Act;
- the Act means the Associations Incorporation Act 1981.

2.2 In these Rules, a reference to the Secretary of an Association is a reference—

(a) if a person holds office under these Rules as Secretary of the Parkdale Cricket Club Incorporated—to that person; and
(b) in any other case, to the public officer of the Parkdale Cricket Club Incorporated.

3 Alteration of the rules

These Rules and the statement of purposes of the Parkdale Cricket Club Incorporated must not be altered except in accordance with the Act.

4 Membership and subscription

4.1 Club membership shall be restricted to:

(a) Life members,
(b) Players who are registered by the Secretary for the current season,
(c) Honorary members who are appointed at any time at the discretion of the Committee for a period not extending beyond the date of the following Annual Meeting of the Club, and
(d) Social Members

4.2 A person who applies and is approved for membership as provided in these Rules is eligible to be a member of the Parkdale Cricket Club Incorporated on payment of the annual subscription payable under these Rules.

4.3 A person who is not a member of the Parkdale Cricket Club Incorporated at the time of the incorporation of the Parkdale Cricket Club (or who was a member at that time but has ceased to be a member) must not be admitted to membership unless—
(a) he or she applies for membership in accordance with sub rule (4.4); and
(b) the admission as a member is approved by the committee.

4.4 An application of a person for membership of the Parkdale Cricket Club Incorporated must—

(a) be made in writing in the form set out in Appendix 1; and
(b) be lodged with the Secretary of the Parkdale Cricket Club Incorporated

4.5 As soon as practicable after the receipt of an application, the Secretary must refer the application to the committee.

4.6 The committee must determine whether to approve or reject the application.

4.7 If the committee approves an application for membership, the Secretary must, as soon as practicable—

(a) notify the applicant in writing of the approval for membership; and
(b) request payment within 28 days after receipt of the notification of the sum payable under these Rules as the first year's annual subscription.

4.8 The Secretary must, within 28 days after receipt of the amounts referred to in sub rule (4.7(b)), enter the applicant's name in the register of members.

4.9 An applicant for membership becomes a member and is entitled to exercise the rights of membership when his or her name is entered in the register of members.

4.10 If the committee rejects an application, the committee must, as soon as practicable, notify the applicant in writing that the application has been rejected.

4.11 A right, privilege, or obligation of a person by reason of membership of the Parkdale Cricket Club Incorporated—

(a) is not capable of being transferred or transmitted to another person; and
(b) terminates upon the cessation of membership whether by death or resignation or otherwise.

4.12 The annual subscription is the relevant amount set out in Appendix 4 and is payable in advance on or before 1 November in each year.

5 Life members

5.1 Life Membership may be awarded, at the direction of the Executive Committee, for distinguished service to the Club. Distinguished services being defined as:

(a) Fifteen senior seasons as a player including four seasons involvement with Club duties.
(b) Twelve senior seasons as a player including six seasons involvement with Club duties.
(c) Twenty junior and senior seasons as a player including four seasons involvement with senior club duties.
(d) Ten seasons as a non-playing member including four seasons involvement with senior club duties.

Club duties being defined as:

Committee member, Selector, Junior Assistant, Practice Captain, Senior Team Captain, Bar Attendant, Scorer, Coach or any other activities Committee may deem appropriate.

5.2 Written nomination for Life Membership by an eligible member (refer Rule 4.1) is to be forwarded to the Secretary for consideration at the next scheduled meeting the Executive Committee. All of Executive Committee members are to be present at voting for Life Membership. After an open discussion in nominee absence, a compulsory secret ballot will be conducted with a three fifths majority required. Where a member of the Executive Committee is nominated he or she will be replaced by a Life Member (where possible, if not a member of the ordinary committee) for voting purposes. Where possible, existing life members will be notified personally.

5.3 Life Membership shall be recognised by presentation of a medallion at the Senior Presentation Dinner.

6 Register of members

6.1 The Secretary must keep and maintain a register of members containing—

(a) the name, address and email address of each member; and
(b) the date on which each member's name was entered in the register.

6.2 The register is available for inspection free of charge by any member upon request.

6.3 A member may make a copy of entries in the register.

7 Ceasing membership

7.1 A member of the Parkdale Cricket Club Incorporated who has paid all moneys due and payable by a member to the Parkdale Cricket Club Incorporated may resign from the Parkdale Cricket Club Incorporated by giving one month's notice in writing or email to the Secretary of his or her intention to resign.

7.2 After the expiry of the period referred to in sub rule 7.1—

(a) the member ceases to be a member; and
(b) the Secretary must record in the register of members the date on which the member ceased to be a member.

8 Discipline, suspension and expulsion of members

8.1 Subject to these Rules, if the committee is of the opinion that a member has refused or neglected to comply with these Rules, or has been guilty of conduct unbecoming a member or prejudicial to the interests of the Parkdale Cricket Club Incorporated, the committee may by resolution—

(a) suspend that member from membership of the Parkdale Cricket Club Incorporated for a specified period; or
(b) expel that member from the Parkdale Cricket Club Incorporated; or
(c) fine that member an amount not exceeding $500

8.2 A resolution of the committee under sub rule 8.1 does not take effect unless—

(a) at a meeting held in accordance with sub rule 8.3, the committee confirms the resolution; and
(b) if the member exercises a right of appeal to the Parkdale Cricket Club Incorporated under this rule, the Parkdale Cricket Club Incorporated confirms the resolution in accordance with this rule.

8.3 A meeting of the committee to confirm or revoke a resolution passed under sub rule 8.1 must be held not earlier than 14 days, and not later than 28 days, after notice has been given to the member in accordance with sub rule 8.4.

8.4 For the purposes of giving notice in accordance with sub rule 8.3, the Secretary must, as soon as practicable, cause to be given to the member a written notice—

(a) setting out the resolution of the committee and the grounds on which it is based; and
(b) stating that the member, or his or her representative, may address the committee at a meeting to be held not earlier than 14 days and not later than 28 days after the notice has been given to that member; and
(c) stating the date, place and time of that meeting; and
(d) informing the member that he or she may do one or both of the following—
(i) attend that meeting;
(ii) give to the committee before the date of that meeting a written statement seeking the revocation of the resolution; and
(e) informing the member that, if at that meeting, the committee confirms the resolution, he or she may, not later than 48 hours after that meeting, give the Secretary a notice to the effect that he or she wishes to appeal to the Parkdale Cricket Club Incorporated in general meeting against the resolution.

8.5 At a meeting of the committee to confirm or revoke a resolution passed under sub rule 8.1, the committee must—

(a) give the member, or his or her representative, an opportunity to be heard; and
(b) give due consideration to any written statement submitted by the member; and
(c) determine by resolution whether to confirm or to revoke the resolution.

8.6 If at the meeting of the committee, the committee confirms the resolution, the member may, not later than 48 hours after that meeting, give the Secretary a notice to the effect that he or she wishes to appeal to the Parkdale Cricket Club Incorporated in general meeting against the resolution.

8.7 If the Secretary receives a notice under sub rule 8.6, he or she must notify the committee and the committee must convene a general meeting of the Parkdale Cricket Club Incorporated to be held within 21 days after the date on which the Secretary received the notice.

8.8 At a general meeting of the Parkdale Cricket Club Incorporated convened under sub rule 8.7—

(a) no business other than the question of the appeal may be conducted; and
(b) the committee may place before the meeting details of the grounds for the resolution and the reasons for the passing of the resolution; and
(c) the member, or his or her representative, must be given an opportunity to be heard; and
(d) the members present must vote by secret ballot on the question whether the resolution should be confirmed or revoked.

8.9 A resolution is confirmed if, at the general meeting, not less than two-thirds of the members vote in person, or by proxy, in favour of the resolution. In any other case, the resolution is revoked.

9 Disputes and mediation

9.1 The grievance procedure set out in this rule applies to disputes under these Rules between—

(a) a member and another member; or
(b) a member and the Parkdale Cricket Club Incorporated.

9.2 The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within 14 days after the dispute comes to the attention of all of the parties.

9.3 If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend that meeting, then the parties must, within 10 days, hold a meeting in the presence of a mediator.

9.4 The mediator must be—

(a) a person chosen by agreement between the parties; or
(b) in the absence of agreement—
(c) in the case of a dispute between a member and another member, a person appointed by the committee of the Parkdale Cricket Club Incorporated; or

(d) in the case of a dispute between a member and the Parkdale Cricket Club Incorporated, a person who is a mediator appointed or employed by the Dispute Settlement Centre of Victoria (Department of Justice).

9.5 A member of the Parkdale Cricket Club Incorporated can be a mediator.

9.6 The mediator cannot be a member who is a party to the dispute.

9.7 The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.

9.8 The mediator, in conducting the mediation, must—
(a) give the parties to the mediation process every opportunity to be heard; and
(b) allow due consideration by all parties of any written statement submitted by any party; and
(c) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.

9.9 The mediator must not determine the dispute.

9.10 If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.

10 Annual general meetings

10.1 The committee may determine the date, time and place of the annual general meeting of the Parkdale Cricket Club Incorporated.

10.2 The notice convening the annual general meeting must specify that the meeting is an annual general meeting.

10.3 The ordinary business of the annual general meeting shall be—

(a) to confirm the minutes of the previous annual general meeting and of any general meeting held since that meeting; and
(b) to receive from the committee reports upon the transactions of the Parkdale Cricket Club Incorporated during the last preceding financial year; and
(c) to elect officers of the Parkdale Cricket Club Incorporated and the ordinary members of the committee; and
(d) to receive and consider the statement submitted by the Parkdale Cricket Club Incorporated in accordance with section 30(3) of the Act.

10.4 The annual general meeting may conduct any special business of which notice has been given in accordance with these Rules.

11 Special general meetings

11.1 In addition to the annual general meeting, any other general meetings may be held in the same year.

11.2 All general meetings other than the annual general meeting are special general meetings.

11.3 The committee may, whenever it thinks fit, convene a special general meeting of the Parkdale Cricket Club Incorporated.

11.4 If, but for this sub rule, more than 15 months would elapse between annual general meetings, the committee must convene a special general meeting before the expiration of that period.

11.5 The committee must, on the request in writing of members representing not less than 5 per cent of the total number of members, convene a special general meeting of the Parkdale Cricket Club Incorporated.

11.6 The request for a special general meeting must—

(a) state the objects of the meeting; and
(b) be signed by the members requesting the meeting; and
(c) be sent to the address of the Secretary.

11.7 If the committee does not cause a special general meeting to be held within one month after the date on which the request is sent to the address of the Secretary, the members making the request, or any of them, may convene a special general meeting to be held not later than 3 months after that date.

11.8 If a special general meeting is convened by members in accordance with this rule, it must be convened in the same manner so far as possible as a meeting convened by the committee and all reasonable expenses incurred in convening the special general meeting must be refunded by the Parkdale Cricket Club Incorporated to the persons incurring the expenses.

12 Special business

All business that is conducted at a special general meeting and all business that is conducted at the annual general meeting, except for business conducted under the rules as ordinary business of the annual general meeting, is deemed to be special business.

13 Notice of general meetings

13.1 The Secretary of the Parkdale Cricket Club Incorporated, at least 14 days, or if a special resolution has been proposed at least 21 days, before

the date fixed for holding a general meeting of the Parkdale Cricket Club Incorporated, must cause to be sent to each member of the Parkdale Cricket Club Incorporated, a notice stating the place, date and time of the meeting and the nature of the business to be conducted at the meeting.

13.2 Notice may be sent—

(a) by prepaid post to the address appearing in the register of members; or
(b) if the member requests, by facsimile transmission or email.

13.3 No business other than that set out in the notice convening the meeting may be conducted at the meeting.

13.4 A member intending to bring any business before a meeting may notify in writing, or by electronic transmission, the Secretary of that business, who must include that business in the notice calling the next general meeting.

14 Quorum at general meetings

14.1 No item of business may be conducted at a general meeting unless a quorum of members entitled under these Rules to vote is present at the time when the meeting is considering that item.

14.2 Five members personally present (being members entitled under these Rules to vote at a general meeting) constitute a quorum for the conduct of the business of a general meeting.

14.3 If, within half an hour after the appointed time for the commencement of a general meeting, a quorum is not present—

(i) in the case of a meeting convened upon the request of members—the meeting must be dissolved; and
(ii) in any other case—the meeting shall stand adjourned to the same day in the next week at the same time and (unless another place is specified by the Chairperson at the time of the adjournment or by written notice to members given before the day to which the meeting is adjourned) at the same place.

14.4 If at the adjourned meeting the quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members personally present (being not less than 3) shall be a quorum.

15 Presiding at general meetings

15.1 The President, or in the President's absence, the Vice-President, shall preside as Chairperson at each general meeting of the Parkdale Cricket Club Incorporated.

15.2 If the President and the Vice-President are absent from a general meeting, or are unable to preside, the members present must select one of their number to preside as Chairperson.

16 Adjournment of meetings

16.1 The person presiding may, with the consent of a majority of members present at the meeting, adjourn the meeting from time to time and place to place.

16.2 No business may be conducted at an adjourned meeting other than the unfinished business from the meeting that was adjourned.

16.3 If a meeting is adjourned for 14 days or more, notice of the adjourned meeting must be given in accordance with rule 13.

16.4 Except as provided in sub rule 16.3, it is not necessary to give notice of an adjournment or of the business to be conducted at an adjourned meeting.

17 Voting at general meetings

17.1 Upon any question arising at a general meeting of the Association, a member has one vote only.

17.2 All votes must be given personally or by proxy.

17.3 In the case of an equality of voting on a question, the Chairperson of the meeting is entitled to exercise a second or casting vote.

17.4 A member is not entitled to vote at a general meeting unless all moneys due and payable by the member to the Parkdale Cricket Club Incorporated have been paid, other than the amount of the annual subscription payable in respect of the current financial year.

18 Poll at general meetings

18.1 If at a meeting a poll on any question is demanded by not less than 3 members, it must be taken at that meeting in such manner as the Chairperson may direct and the resolution of the poll shall be deemed to be a resolution of the meeting on that question.

18.2 A poll that is demanded on the election of a Chairperson or on a question of an adjournment must be taken immediately and a poll that is demanded on any other question must be taken at such time before the close of the meeting as the Chairperson may direct.

19 Manner of determining whether resolution carried

If a question arising at a general meeting of the Parkdale Cricket Club Incorporated is determined on a show of hands—

(a) a declaration by the Chairperson that a resolution has been—
(i) carried; or
(ii) carried unanimously; or
(iii) carried by a particular majority; or
(iv) lost; and
(b) an entry to that effect in the minute book of the Parkdale Cricket Club Incorporated—
is evidence of the fact, without proof of the number or proportion of the votes recorded in favour of, or against, that resolution.

20 Proxies

20.1 Each member is entitled to appoint another member as a proxy by notice given to the Secretary no later than 24 hours before the time of the meeting in respect of which the proxy is appointed.

20.2 The notice appointing the proxy must be—

(a) for a meeting of the Parkdale Cricket Club Incorporated convened under rule 11.7, in the form set out in Appendix 2; or
(b) in any other case, in the form set out in Appendix 3.

21 Committee of management

21.1 The affairs of the Parkdale Cricket Club Incorporated shall be managed by the committee of management.

21.2 The committee—

(a) shall control and manage the business and affairs of the Parkdale Cricket Club Incorporated; and
(b) may, subject to these Rules, the Act and the Regulations, exercise all such powers and functions as may be exercised by the Parkdale Cricket Club Incorporated other than those powers and functions that are required by these Rules to be exercised by general meetings of the members of the Parkdale Cricket Club Incorporated; and
(c) subject to these Rules, the Act and the Regulations, has power to perform all such acts and things as appear to the committee to be essential for the proper management of the business and affairs of the Parkdale Cricket Club Incorporated.

21.3 Subject to section 23 of the Act, the committee shall consist of—

(a) the officers of the Parkdale Cricket Club Incorporated; and
(b) ten ordinary members— each of whom shall be elected at the annual general meeting of the Parkdale Cricket Club Incorporated in each year.

22 Office holders

22.1 The officers of the Parkdale Cricket Club Incorporated shall be—

(a) a President;
(b) a Vice-President;
(c) a Treasurer;
(d) a Secretary; and
(e) a Club Liaison Officer

22.2 The provisions of rule 22, so far as they are applicable and with the necessary modifications, apply to and in relation to the election of persons to any of the offices referred to in sub rule 22.1.

22.3 Each officer of the Parkdale Cricket Club Incorporated shall hold office until the annual general meeting next after the date of his or her election but is eligible for re-election.

22.4 In the event of a casual vacancy in any office referred to in sub rule 22.1, the committee may appoint one of its members to the vacant office and the member appointed may continue in office up to and including the conclusion of the annual general meeting next following the date of the appointment.

23 Duties of the office holders

23.1 The President shall act as chairman at all Annual, General and Committee meetings when he/she is in attendance.

23.2 The Secretary shall keep minutes of all meetings, records and averages and shall conduct all the business of the Club as required by the Constitution or at the direction of the President and/or committee. He/she shall attend to all correspondence as required. At the Annual General Meeting he/she shall present a report of the activities of the Club during the preceding season.

23.3 The Assistant Secretary will assist the Secretary in carrying out his duties.

23.4 The Treasurer shall receive all revenue paid to the Club except as provided in Rule 24.4 of this Constitution, issue official receipts therefore, and deposit such monies in the name Parkdale Cricket Club in an account at a bank approved by the Committee. He/she shall pay all accounts passed for payment by the Committee and record the financial business of

the Club. He/she shall produce an audited statement of receipts and payments at the Annual General Meeting and at such other times as requested by the Committee. He/she shall also present for the information of the Committee, a statement of the financial position of the Club at each meeting. Withdrawals from the Club bank account must bear signatures of any two of the following: president, Secretary or Treasurer.

23.5 The Delegates shall represent the Club at all Delegates meetings called by the relevant cricket associations to which the Club belongs, presenting the policy of the Club at such meetings and report the business arising there from at the next Committee meeting. In the event of either Delegate being unable to attend any Delegates meeting he/she shall arrange for a member of the Committee to attend in his stead as a Proxy Delegate.

23.6 A member/s nominated by the Committee will be responsible to see that all Team Sheets, Match Reports and Umpires Reports and any other necessary forms reach the relevant Association member by due time after each day's cricket.

24 Powers and duties of the executive committee

24.1 The Executive Committee shall govern all activities of the Club in accordance with the Club's Constitution, but in the event of any situation arising not covered by the Constitution the Committee shall decide and act in the best interest of the Club.

24.2 The Executive Committee may declare vacant any position on the Executive Committee or Committee for the unsatisfactory attendance of the member holding such position or the unsatisfactory performance of his duties.

24.3 Any position on the Executive or Committee which remains vacant after the Annual General Meeting or which becomes vacant at anytime during the year may be filled at either a General Meeting or by the Executive Committee meeting at any time.

24.4 The Executive Committee may appoint sub-Committees for any specific purpose and may authorize any sub-committee to operate a bank account in connection with its specific activity provided that no more than three approved members of such a sub-committee are registered as signatories and any one and the President shall be required to sign all withdrawals.

24.5 The Executive Committee shall be responsible for the appointment of:-

a) The Coach and Selectors
b) All Junior Team managers and Coaches

24.6 The Executive Committee will appoint an Auditor who shall not hold any position on the committee.

24.7 The Executive Committee shall have power to determine the amount of and levy Annual subscriptions and other fees and dues it may consider necessary.

24.8 The Executive Committee shall determine to which Associations the Club will belong and the number of teams to be entered in those Associations.

24.9 The Executive Committee will determine when Club practice will be held.

24.10 Annual subscriptions must be paid at a date to be determined by the Executive Committee. Unfinancial players cannot be selected for finals. Unfinancial players are ineligible to receive club awards.

24.11 The Executive Committee shall appoint one or more Practice Captains to take charge of all official practices conducted by the Club and be responsible for all practice material.

24.12 The Executive Committee shall appoint a person to take charge of, care for and maintain all Club material. New and replacement equipment shall be purchased by that person and distributed as required.

24.13 The Executive Committee may appoint a coach upon such terms and conditions as they deem suitable.

25 Ordinary members of the committee

25.1 Subject to these Rules, each ordinary member of the committee shall hold office as per; Assistant Secretary, Assistant Treasurer, Social Secretary, Junior Coordinator, Equipment Officer, Assistant Equipment Officer, Senior Delegate, Junior Delegate, and two Social Co-ordinators. The office-bearers need not necessarily be Club members prior to their election to Office but not where non-Club members are so elected, they shall automatically be appointed honorary members for their period of office. until the annual general meeting next after the date of election but is eligible for re-election.

25.2 In the event of a casual vacancy occurring in the office of an ordinary member of the committee, the committee may appoint a member of the Parkdale Cricket Club Incorporated to fill the vacancy and the member appointed shall hold office, subject to these Rules, until the conclusion of the annual general meeting next following the date of the appointment.

26 Election of officers and ordinary committee members

26.1 Nominations of candidates for election as officers of the Parkdale Cricket Club Incorporated or as ordinary members of the committee must be—

(a) made in writing, signed by two members of the Parkdale Cricket Club Incorporated and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and
(b) delivered to the Secretary of the Parkdale Cricket Club Incorporated not less than 7 days before the date fixed for the holding of the annual general meeting.

26.2 A candidate may only be nominated for one office, or as an ordinary member of the committee, prior to the annual general meeting.

26.3 If insufficient nominations are received to fill all vacancies on the committee, the candidates nominated shall be deemed to be elected and further nominations may be received at the annual general meeting.

26.4 If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected.

26.5 If the number of nominations exceeds the number of vacancies to be filled, a ballot must be held.

26.6 The ballot for the election of officers and ordinary members of the committee must be conducted at the annual general meeting in such manner as the committee may direct.

27 Vacancies

The office of an officer of the Parkdale Cricket Club Incorporated, or of an ordinary member of the committee, becomes vacant if the officer or member—
(a) ceases to be a member of the Parkdale Cricket Club Incorporated; or
(b) becomes an insolvent under administration within the meaning of the Corporations Act; or
(c) resigns from office by notice in writing given to the Secretary.
28 Meetings of the committee

28.1 The committee must meet at least five times in each year at such place and such times as the committee may determine.

28.2 Special meetings of the committee may be convened by the President or by any 4 members of the committee.

29 Notice of committee meetings

29.1 Written notice of each committee meeting must be given to each member of the committee at least 2 business days before the date of the meeting.

29.2 Written notice must be given to members of the committee of any special meeting specifying the general nature of the business to be conducted and no other business may be conducted at such a meeting.

30 Quorum for committee meetings

30.1 Any 4 members of the committee constitute a quorum for the conduct of the business of a meeting of the committee.

30.2 No business may be conducted unless a quorum is present.

30.3 If within half an hour of the time appointed for the meeting a quorum is not present—

(a) in the case of a special meeting—the meeting lapses;
(b) in any other case—the meeting shall stand adjourned to the same place and the same time and day in the following week.

30.4 The committee may act notwithstanding any vacancy on the committee.

31 Presiding at committee meetings

At meetings of the committee—

(a) the President or, in the President's absence, the Vice-President presides; or
(b) if the President and the Vice-President are absent, or are unable to preside, the members present must choose one of their number to preside.

32 Voting at committee meetings

32.1 Questions arising at a meeting of the committee, or at a meeting of any subcommittee appointed by the committee, shall be determined on a show of hands or, if a member requests, by a poll taken in such manner as the person presiding at that meeting may determine.

32.2 Each member present at a meeting of the committee, or at a meeting of any subcommittee appointed by the committee (including the person presiding at the meeting), is entitled to one vote and, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.

33 Removal of committee member

33.1 The Parkdale Cricket Club Incorporated in general meeting may, by resolution, remove any member of the committee before the expiration of the member's term of office and appoint another member in his or her place to hold office until the expiration of the term of the first-mentioned member.

33.2 A member who is the subject of a proposed resolution referred to in sub rule 33.1 may make representations in writing to the Secretary or President of the Parkdale Cricket Club Incorporated (not exceeding a reasonable length) and may request that the representations be provided to the members of the Parkdale Cricket Club Incorporated.

33.3 The Secretary or the President may give a copy of the representations to each member of the Parkdale Cricket Club Incorporated or, if they are not so given, the member may require that they be read out at the meeting.

34 Minutes of meetings

The Secretary of the Parkdale Cricket Club Incorporated must keep minutes of the resolutions and proceedings of each general meeting, and each committee meeting, together with a record of the names of persons present at committee meetings.

35 Funds

35.1 The Treasurer of the Parkdale Cricket Club Incorporated must—

(a) collect and receive all moneys due to the Parkdale Cricket Club Incorporated and make all payments authorised by the Parkdale Cricket Club Incorporated; and
(b) keep correct accounts and books showing the financial affairs of the Parkdale Cricket Club Incorporated with full details of all receipts and expenditure connected with the activities of the Parkdale Cricket Club Incorporated.

35.2 All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by two members of the committee.

35.3 The funds of the Parkdale Cricket Club Incorporated shall be derived from entrance fees, annual subscriptions, donations and such other sources as the committee determines.

35.4 The assets and income of the organisation shall be applied solely in furtherance of its above-mentioned objects and no portion shall be distributed directly or indirectly to the members of the organisation except

as bona fide compensation for services rendered or expenses incurred on behalf of the organisation.

36 Seal

36.1 The common seal of the Parkdale Cricket Club Incorporated must be kept in the custody of the Secretary.

36.2 The common seal must not be affixed to any instrument except by the authority of the committee and the affixing of the common seal must be attested by the signatures either of two members of the committee or, of one member of the committee and of the public officer of the Parkdale Cricket Club Incorporated.

37 Notice to members

Except for the requirement in rule 13, any notice that is required to be given to a member, by or on behalf of the Parkdale Cricket Club Incorporated, under these Rules may be given by—

(a) delivering the notice to the member personally; or
(b) sending it by prepaid post addressed to the member at that member's address shown in the register of members; or
(c) facsimile transmission, if the member has requested that the notice be given to him or her in this manner; or
(d) email transmission, if the member has requested that the notice be given to him or her in this manner.

38 Winding up

In the event of the winding up or the cancellation of the incorporation of the Parkdale Cricket Club Incorporated, the assets of the Parkdale Cricket Club Incorporated must be disposed of in accordance with the provisions of the Act. In the event of the Parkdale Cricket Club Incorporated 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.

39 Custody and inspection of books and records

39.1 Except as otherwise provided in these Rules, the Secretary must keep in his or her custody or under his or her control all books, documents and securities of the Parkdale Cricket Club Incorporated.

39.2 All accounts, books, securities and any other relevant documents of the Parkdale Cricket Club Incorporated must be available for inspection free of charge by any member upon request.

39.3 A member may make a copy of any accounts, books, securities and any other relevant documents of the Parkdale Cricket Club Incorporated.

40 Averages and perpetual trophies

40.1 SENIOR CLUB CHAMPION

For best performed First Eleven Player. A player must play a minimum of 7 games in the First Eleven (except finals).

Best performed will be determined on the following point basis:
1 point per run
10 points per unassisted wicket
7.5 points per assisted wicket
5 points per catch
7.5 points per stumping
10 points per unassisted run out
5 points per assisted run out

40.2 CYRIL HOWELL JUNIOR BOYS CLUB CHAMPION

For best performed Junior player. A player must play a minimum of 7 games (except finals).

Best performed will be determined on the following point basis:
1 point per run
10 points per unassisted wicket
7.5 points per assisted wicket
5 points per catch
7.5 points per stumping
10 points per unassisted run out
5 points per assisted run out

40.3 CYRIL HOWELL JUNIOR GIRLS CLUB CHAMPION

For best performed Junior player. A player must play a minimum of 7 games (except finals).

Best performed will be determined on the following point basis:
1 point per run
10 points per unassisted wicket
7.5 points per assisted wicket
5 points per catch
7.5 points per stumping
10 points per unassisted run out
5 points per assisted run out

40.4 BLANCHE PERPETUAL TROPHY

For best performed player all Senior Elevens. A player must play a minimum of 7 games (except finals).

Best performed will be determined on the following point basis:
1 point per run
10 points per unassisted wicket
7.5 points per assisted wicket
5 points per catch
7.5 points per stumping
10 points per unassisted run out
5 points per assisted run out

40.5 DAVID BANFIELD PERPETUAL MEDAL

Awarded to the holder of most votes at the end of home and away rounds. Votes to be awarded by Captain of each Senior Eleven (excepting one day competition teams) on a 3, 2, 1 basis. A player must play a minimum of 6 games (except finals).

40.6 DESHAN PIYADASA PERPETUAL AWARD

Awarded at discretion of Executive Committee to a player under the age of 23 on the basis of exceptional off-field and/or on-field commitment and dedication to Parkdale Cricket Club.

40.7 BOLAND PERPETUAL MEDAL

Awarded to the holder of most votes at the end of home and away rounds. Votes to be awarded by Captain of each Senior Eleven one day competition team on a 3, 2, 1 basis. A player must play a minimum of 6 games (except finals).

40.8 ROSE-RICKERTS PERPETUAL AWARD

Awarded at discretion of Executive Committee to person/s that are deemed to have provided efforts to the running of the club that may not be obvious to the general membership - 'Quiet Achiever'.

40.9 BEST CLUB PERSON

To qualify a person must have given outstanding service to the Club for the current year. The recipient will be decided upon from nominations received prior to the Annual Presentation Dinner from each general committee member, Chairman of Selectors, and Senior Captains. Each of these will nominate 2 persons in preference of first and second respectively.

40.10 JUNIOR BATTING AVERAGES

U12, 13 & Under, U14, U16 & 16 & Under: Players must play a minimum of 5 home and away games in a particular grade. To be eligible for the trophy, the batsman must score a minimum of 100 runs.

40.11 JUNIOR BOWLING AVERAGES

U12, 13 & Under, U14, U16 & 16 & Under: Players must play a minimum of 5 home and away games in a particular grade. To be eligible for the trophy, the bowler must bowl a minimum of 90 legitimate balls. U16: Players must play a minimum of 5 home and away games in a particular grade. To be eligible for the trophy, the bowler must bowl a minimum of 120 legitimate balls.

40.12 SENIOR BATTING AVERAGES

Two Day XI's: Players must play a minimum of 7 home and away games for the season in a particular grade. To be eligible for the trophy, the batsman must score a minimum of 150 runs.

One Day XI's: Players must play a minimum of 8 home and away games for the season in a particular grade. To be eligible for the trophy, the batsman must score a minimum of 150 runs.

40.13 SENIOR BOWLING AVERAGES

Players must play a minimum of 8 home and away games for the season in a particular grade. To be eligible for the trophy, the bowler must have bowled at least 300 legitimate balls.

40.14 HARRY MULVOGUE MEMORIAL TROPHY

Awarded to the player who has accrued the most amount of wickets for the current season, not including any double up games on the same weekend.

40.15 GARRETH MACKAY BATTING TROPHY

Awarded to the player who has accrued the most amount of runs for the current season, not including any double up games on the same weekend.

40.16 Batsmen scoring centuries and bowlers obtaining hat tricks are to receive an appropriate trophy.

40.17 The batsman scoring the highest score for the season is to receive an appropriate trophy.

40.18 A bowler obtaining outstanding figures in a particular match may at the Executive Committee's discretion receive an appropriate trophy.

APPENDIX 1

Application for Membership of Parkdale Cricket Club Incorporated
I, (name and occupation) of (address)
desire to become a member of Parkdale Cricket Club Incorporated.
In the event of my admission as a member, I agree to be bound by the rules of the Parkdale Cricket Club Incorporated for the time being in force.

Signature of Applicant
Date

I, (name) , a member of the Parkdale Cricket Club Incorporated, nominate the applicant, who is personally known to me, for membership of the Parkdale Cricket Club Incorporated.

Signature of Proposer
Date

I, (name) , a member of the Parkdale Cricket Club Incorporated, second the nomination of the applicant, who is personally known to me, for membership of the Parkdale Cricket Club Incorporated.

Signature of Seconder
Date

_____

APPENDIX 2

Form of Appointment of Proxy for Meeting of Association Convened under section 11.6.
I, (name) of (address)
being a member of Parkdale Cricket Club Incorporated
appoint (name of proxy holder) of (address of proxy holder)
being a member of that Incorporated Association, as my proxy to vote on my behalf at the appeal to the general meeting of the Parkdale Cricket Club Incorporated convened under section 11.5, to be held on—
(date of meeting) and at any adjournment of that meeting.

I authorise my proxy to vote on my behalf at their discretion in respect of the following resolution: [insert details of resolution passed under section 11.1]

Signed
Date
_____

APPENDIX 3

Form of Appointment of Proxy
I, (name) of (address)
being a member of Parkdale Cricket Club Incorporated
Appoint (name of proxy holder) of
(address of proxy holder)
being a member of that Incorporated Association, as my proxy to vote on my behalf at the *annual/*special general meeting of the Parkdale Cricket Club Incorporated to be held on—

(date of meeting) and at any adjournment of that meeting.

My proxy is authorised to vote *in favour of/*against the following resolution: [insert details of resolution]

Signed
Date

*Delete if not applicable

_____

APPENDIX 4

Schedule of Fees Fee	Amounts
Annual subscription fee Seniors	At discretion of elected Executive Committee
Annual subscription fee Students/Unemployed	
Annual subscription fee Juniors	
Annual subscription fee Social	