

DAPTO NETBALL CLUB REGULATION

**REQUIREMENTS FOR EXECUTIVE, MANAGEMENT, SPECIAL GENERAL
AND ANNUAL GENERAL MEETINGS
OF THE
DAPTO NETBALL CLUB**

**REGULATION 8 – EXECUTIVE, MANAGEMENT, SPECIAL
GENERAL AND ANNUAL GENERAL MEETINGS**

8.1 PURPOSE

In accordance with authority provided by Clause 37 of the Dapto Netball Club (the Club) Constitution, the Management Committee has created this Regulation that sets down the requirements for Executive, Management Committee, General and Annual General Meetings of the Club. This Regulation has been created to be read in conjunction with Clauses 20, 23, 24, 26, 28 and 29 of the Constitution, and interpreted in accordance with the Constitution.

8.2 EXECUTIVE MEETINGS

- (a) No meeting shall be held unless at least three (3) members of the Executive are present.
- (b) Executive meetings may be called by the President when:
 - (i) immediate action is required in any matter affecting the policy or interests of the Club; and
 - (ii) it is not practical or convenient, in the opinion of the Executive to refer the matter to the Management Committee.
- (c) No business other than that necessitating the calling of the meeting shall be discussed at the meeting.
- (d) All decisions and/or actions arising from the meeting shall be referred to the next meeting of the Management Committee for ratification.

8.3 MANAGEMENT COMMITTEE MEETINGS

- (a) Not less than ten (10) Management Committee meetings shall be held at a time and place determined by the Management Committee.
- (b) The President or Secretary shall be empowered to call any additional Management Committee meetings that are deemed necessary.
- (c) Management Committee meetings shall be conducted in accordance with the provisions of the Constitution and Regulations of the Club.

- (d) No business shall be conducted at a meeting unless there is a quorum present while the item of business is being transacted.
- (e) Unless advised otherwise by the Secretary, the order of business for Management Committee meetings shall be:
 - Apologies
 - Confirmation of Minutes of the Previous Meeting
 - Business Arising From Minutes of Previous Meeting
 - Correspondence
 - Business Arising
 - Treasurer's Report and Financial Statements
 - Accounts Received For Payment
 - Business Arising
 - Notices of Motion
 - Reports
 - President
 - Registrar
 - Equipment Officer
 - Coaching Coordinator
 - Umpires Coordinator
 - Uniform Officer
 - Fundraising Officer
 - Publicity Officer
 - Netball Illawarra Delegates
 - Other Reports
 - General Business
- (f) Any business arising from the minutes of the previous meeting that is covered by the portfolio of a Management Committee member should be dealt with in the report of the appropriate Management Committee member.
- (g) The Chairman shall be permitted to alter the order of business or add to the order of business for a Management Committee meeting if deemed advantageous to the meeting.

8.4 SPECIAL GENERAL MEETINGS

- (a) Special General Meetings shall be called in accordance with the provisions specified in the Constitution.
- (b) Special General Meetings shall be conducted in accordance with the provisions of the Constitution.
- (c) No business shall be conducted unless there is a quorum present while the item of business is being transacted.
- (d) The Management Committee shall be permitted to invite guest speakers to address the meeting if it is considered to be of benefit to the members present and to the Club.
- (e) The order of business for all other Special General Meetings shall be as provided in the notice of meeting and the agenda for that meeting.

8.5 ANNUAL GENERAL MEETING

- (a) The Annual General Meeting of the Club shall be scheduled for the second Tuesday in November at a time and place determined by the Management Committee.
- (b) No business shall be conducted unless there is a quorum present while the item of business is being transacted.
- (c) The order of business for the Annual General Meeting shall be:
 - Apologies
 - Confirmation of minutes of the previous Annual General Meeting
 - The consideration and adoption of the Annual Report of the Club
 - The consideration and adoption of the Audited Financial Report
 - The appointment of an Auditor for the ensuing year
 - Consideration of Notices of Motion
 - Election of Management Committee members
 - Election of Standing Committee Members required to be elected at this time
 - Any other elections allowed to be undertaken at this time

8.6 OTHER ELECTED POSITIONS AT THE ANNUAL GENERAL MEETING

In addition to the elections to be conducted at the Annual General Meeting referred to in the Constitution, elections for the position of Returning Officer may be held at the Annual General Meeting.