

- Name** The name of the Club shall be the ACT SHOWJUMPING CLUB
- Definitions** In this Constitution unless the contrary appears:
- Club means the ACT Showjumping Club
  - “Member” in relation to the Club means a member as hereinafter described “the Committee” means the Committee of management of the Club elected pursuant to the constitution
- Object** The object of the Club is to raise the standard of showjumping and to cooperate with any organisation or to do such act or thing which will assist the Club in achieving this.
- Constitution**
- i) The Club shall be conducted in accordance with this Constitution, as amended from time to time, and any Rules and By-Laws made hereunder.
  - ii) This Constitution may be repealed or amended by resolution of any General or Special General Meeting of the Club, provided that fourteen days notice of such resolution has been given and that the resolution is carried by at least two thirds of the members voting thereon.
  - iii) The Committee shall be the sole authority for the interpretation of this Constitution or any Rules or By-Laws made hereunder.
- Membership**
- i) Application for membership shall be made in writing to the Committee.
  - ii) Admission of members shall be by election of the Committee. Upon election of an applicant for membership and upon payment of the annual subscription, a person shall be a member of the Club and shall be deemed to be bound by this constitution any any Rules or By-Laws made hereunder.
  - iii) The Committee may, if in its opinion a member has acted contrary to the interests of the Club, require a member to show cause why membership of the Club should not be forfeited.
  - iv) Any member may resign his membership of the Club by giving notice in writing to the Secretary.
- Subscription**
- i) The annual subscription shall be such amount as the Committee may from time to time determine.
  - ii) The annual subscription shall be payable in advance no later than the first day of July to each year.
  - iii) If any member fails to renew the annual subscription within twenty-eight (28) days of the Annual General Meeting the member shall be deemed to have forfeited [] membership, and shall be required to reapply for membership, if so desired.
- Committee of Management**
- i) The management of the Club shall be vested in a Committee of management.
  - ii) The Committee shall be elected at the Annual General Meeting unless otherwise provided and shall consist of:
    - (a) a President
    - (b) a Vice-President
    - (c) a Secretary
    - (d) a Treasurer
    - (e) additional members as decided at the Annual General Meeting.

- iii) A member of the Committee shall vacate office upon ceasing, for any reason to be a member of the Club.
- iv) If any position on the Committee becomes vacant for any reason the Committee may elect a member of the Club to fill such vacancy.
- v) The Committee may from time to time appoint such sub-committees as it deems necessary to organise affairs of the Club. Such Sub-committees shall be responsible to, and subject to direction of the Committee.
- vi) The Committee may make, amend or repeal Rules and By-Laws not inconsistent with the objectives of the Club. All such Rules and By-Laws shall be binding upon the members until repealed or amended by the Committee or set aside by resolution of a general meeting of the Club.
- vii) The Committee shall meet at least three (3) times each calendar year. A quorum shall consist of half the total number of elected members.
- viii) Oral or written notice of a meeting shall be given by the Secretary to each member of the Committee stating the nature of the business to be discussed at that meeting.
- ix) All meetings of the Club shall be chaired by the President or, in the President's absence, the Vice-President or such other member of the Committee as the meeting shall decide.

**Annual  
General  
Meeting**

- i) The Annual General Meeting of the Club shall be held in the Month of July each year at a date and time to be fixed by the Committee.
- ii) Any member desirous of moving any resolution at the Annual General Meeting shall give notice thereof in writing to the Secretary not less than fourteen (14) days before the date of such meeting.
- iii) In all other respects the Annual General meeting shall be run in accordance with the guidelines set down for General Meetings.

**Special  
General  
Meetings**

- i) The Committee may at any time for any purpose call a special General Meeting of the Club.
- ii) Upon the requisition in writing of at least ten (10) members, such requisition in writing to the Secretary at a Special General Meeting shall be held.
- iii) All general meetings of the Club shall be chaired by the President or, in the President's absence, the Vice-President or such other member of the Committee as the meeting shall decide.
- iv) At any general meeting of the Club a quorum shall consist of five (5) percent of the number of financial members at the end of the previous financial year or five (5) percent of the number of current financial members, whichever is the greater.
- v) Voting at a general meeting shall be restricted to current member of the Club.
- vi) Notice of motions to be discussed at a general meeting shall be provided to the Secretary at least fourteen (14) days prior to that meeting.
- vii) Proxy votes shall be permissible with respect to any motion at a general meeting provided written notification is provided to the Secretary prior to the meeting. No member shall be allowed to present more than five (5) proxy votes. A member may also vote on any notified motion by providing the Secretary with a written indication of their intentions prior to the

meeting.

viii) Any written matter, required by this Constitution, presented for consideration by a general meeting, including notices of motion and voting papers, shall clearly indicate the relevant members names(s) and be signed by them.

ix) At all meeting of the Club each vote shall have equal value. A single membership is entitled to a vote and a family membership is entitled to two votes. A family membership is regarded as comprising two or more individuals. Motions which are not passed shall be deemed to have failed.

### **Calling of Meetings**

i) for the purpose of Clauses 8 and 9 a notice in the local press signed by the Secretary shall be deemed to be notice to members of the calling of either the Annual General Meeting or a Special General Meeting provided that no less than fourteen (14) days notice of such meeting or meetings shall be given.

ii) Notice of a general meeting shall be provided to all members either directly or in accordance with para 10. i) at least seven (7) days prior to the meeting. The failure of any member to receive notice of the meeting shall not, if outside the control of the Committee, invalidate the meeting.

### **General Matters**

Financial Year and Audit of Accounts – the financial year of the Club shall end on the 30th day of June each year. The Accounts of the Club shall be balanced at the 30th June in each year and shall be audited by an auditor or auditor elected at the Annual General Meeting. A vacancy occurring in the office of auditor during the year shall be filled by the Committee. The auditors or a person appointed by the Committee to fill a vacant position of auditor shall not be a member of the Committee.

### **Dissolution of the Club**

If a resolution, not inconsistent with clauses 4. ii) and 8. ii) of this Constitution, for dissolution of the Club is passed at a General Meeting of the Club, a Special General Meeting shall be called no later than fourteen (14) days from the date of passing such resolution to dispose of such assets of the Club as remain after discharge of all liabilities of the Club.

### **Liability**

i) The Club covers the Committee, the members of the Committee or any official of the Club who shall be under no liability to the members of the Club or to any of their guests for any damage to persons or property resulting from activities of the Club or of its members as such.

In the event of the Committee or any of its members being held to any non-members of the Club in respect of any activity of the Club or of members, the members of the Club agree to indemnify the Committee or its members in respect of any such liability and in respect of any costs and expenses incurred in connection therewith.

ii) The liability of a member to contribute towards the payments of debts and liabilities of the Club is limited to the amount, if any, unpaid by the member in respect of membership to the Club.

iii) The Club shall maintain, at all times, adequate insurance to protect the Committee and members against Public Liability, Professional Indemnity and Director's and Officer's liability and to protect the property of the Club.

### **Funds**

i) The Club shall derive funds from

- (a) Membership subscriptions
- (b) Fees charged in conjunction with the running, of or provision of services for, equestrian events
- (c) General or specific sponsorship of the Club or its events
- (d) Such other fundraising events as the Committee shall determine from time to time.

ii) The Treasurer shall keep adequate records of the financial transactions of the Club.

iv) The funds of the Club shall be kept in appropriate bank accounts. Withdrawals from the Club's accounts may be made by the signatories approved by the Committee.

v) No sub-committee of the Club may authorise expenditure or enter into any financial contract without the prior agreement of the Committee.

**Custody of  
Books and  
Documents**

i) All books and documents shall remain in the custody of the members of the Committee or in the custody of some other person that the Committee may determine from time to time.

ii) Any member of sub-committee having custody of any records of the Club shall deliver them to the Committee within seven (7) days of a request from the Committee.

iii) Any member may ask to inspect the records of the Club. Such records shall be made available within fourteen (14) days of the receipt of any such request.

iv) All documents of a sub-committee, shall be recognised as documents of the Club.