

SOUTHERN TABLE TENNIS INCORPORATED

CONSTITUTION

1. **NAME** - The name of the association shall be SOUTHERN TABLE TENNIS INCORPORATED (hereinafter referred to as "STT").

2. **OBJECTS** - The objects of STT shall be:-
 - A. To promote, encourage and administer the game of table tennis.
 - B. To co-operate with other bodies for the purpose of furthering the interests of table tennis.
 - C. To arrange and manage:-
 - (1) Internal and external competitions.
 - (2) Tournaments.
 - D. To administer STT owned or leased property with the above objectives in mind.

3. **MEMBERSHIP** - Membership of STT shall consist of Financial Registered Members and Life Members.
 - (1) A Financial Registered Member (hereinafter referred to as "the Member" or "a Member") means a person who has paid a competition fee or a membership fee, which shall be prescribed and determined by the Executive Committee from time to time. Payment of such fee shall entitle the Member to membership of STT for a period of 12 months, or other period as determined by the Executive Committee.
 - (2) A Life Member means a person who has been conferred that title by **STT** in a General Meeting for outstanding individual contribution to the objects of STT. As well as any other benefits that this title will confer, will be the right of membership of STT without application or payment of the membership fee for the remainder of that person's natural life.

4. **ASSOCIATION OFFICERS** - The Officers of STT shall be:-
 - A. A President, a Vice-President, an Honorary Secretary (hereinafter referred to as "the Secretary"), an Honorary Recording Secretary (hereinafter referred to as "the Recording Secretary"), an Honorary Treasurer (hereinafter referred to as "the Treasurer").
 - B. They shall be elected annually at the Annual General Meeting after having been nominated in writing by or any two (2) Members, at least seven (7) days prior to the holding of that Annual General Meeting, and shall hold office until the conclusion of the Annual General Meeting next following election or, if the office is not filled at that election, until some person is appointed or elected to fill the office.
 - C. The President, the Vice-President, the Secretary, the Recording Secretary and the Treasurer may speak and vote at any meeting of STT.

5. **EXECUTIVE COMMITTEE** - The management of STT shall be vested in an Executive Committee.
 - A. It shall consist of:-
 - (1) The President, the Vice-President, the Secretary, the Recording Secretary and the Treasurer.
 - (2) Four (4) Member Delegates who are Members of STT. These Members shall be

elected annually at the Annual General Meeting after having been nominated by any two (2) Members at least seven (7) days prior to the Annual General Meeting and shall hold office until the conclusion of the Annual General Meeting next following election.

- (3) In the event of incapacity or unwillingness, or any other reason, the Executive Committee may declare a member's office or position vacant, but before declaring the position vacant shall give the member the right of appeal.
- B. Meetings of the Executive Committee shall be held when required, at least one (1) meeting being held in each calendar month.
- C. Each member of the Executive Committee shall have only one (1) vote on any motion, except the chairman of the meeting, who shall have a casting vote in addition to a deliberative vote.
- D. Notice of such meetings shall be given in writing by the Secretary at least seven (7) days prior to the proposed date of said meeting.
- E. A quorum at an Executive Committee Meeting shall comprise at least one half of those installed.
- F. If at any Executive Committee Meeting a quorum is not present within sixty (60) minutes after the time appointed for the meeting, the whole of the business of the meeting shall be deferred for consideration at an adjourned meeting.
- G. An adjourned meeting required on account of the lack of a quorum at any Executive Committee Meeting shall be held within fourteen (14) days of that meeting. The Secretary shall appoint a time and place for such adjourned meeting and notify all members of the time and place for the adjourned meeting.
If at such adjourned meeting a quorum is not present within thirty (30) minutes of the appointed time, the members present shall form a quorum and may consider the business for which the meeting was called.
- H.
 - (1) Proper minutes of all proceedings of the Executive Committee shall be kept.
 - (2) These minutes shall be signed by the chairman of the meeting at which the proceedings took place, or by the chairman of the next succeeding meeting.
 - (3) Where minutes are kept and signed they shall, until the contrary is proved, be evidence that the meeting was convened and duly held, that all proceedings held at the meeting shall be deemed to have been duly held, and that all appointments made at the meeting shall be deemed to be valid.
- I. Any incoming Executive Committee shall, in so far as practicable, but without limiting its powers, abide by previous resolutions dealing with the same subject matter.
- J. The powers of the Executive Committee shall include the following:-
 - (1) In its discretion to register Members.
 - (2) To specify and determine the amount of refund of fees if required.
 - (3) To affiliate with Table Tennis South Australia Incorporated or like body, if it thinks fit to so do.
 - (4) To appoint or terminate the appointment of the delegate(s) to represent STT at General Meetings of Table Tennis South Australia Incorporated.
 - (5) To make regulations or by-laws or rules for the efficient running of STT consistent with the Constitution.
 - (6) To purchase, accept and award trophies or other rewards in connection with any competition or like event conducted by STT.
 - (7) To permit or prohibit the holding by any Member of any competition, tournament or like event, which would conflict with Association fixtures.
 - (8) To control the funds of, and to pass and authorise payments made by STT.

- (9) To suspend, expel, deregister or reinstate or replace any member of the Executive Committee, or any Member subject to Clause 8 hereof.
- (10) In its discretion to accept or reject a certificate of clearance required by a Member.
- (11) To convene General Meetings when required.
- (12) To declare any Member unfinancial.
- (13) To fill any vacancy occurring in the Executive Committee where that vacancy has occurred by virtue of death, resignation or removal from office, or where that vacancy is a vacancy not filled pursuant to the provisions of Clauses 4 and 5.
- (14) To appoint any sub-committee to deal with or report on any matter.
- (15) To have a general management and control of the affairs of STT, subject to any directions which may be given, from time to time, by STT, in Annual General or Special General Meetings.
- (16) To employ or contract any person or persons to perform duties on behalf of STT.
- (17) To determine the duties of any Executive Committee member, employee or contractor.
- (18) To interpret the Constitution.
- (19) To exercise all other powers which are not in conflict with this Constitution.
- (20) To appoint a patron and an auditor.
- (21) To acquire, hold, deal with, and dispose of any real or personal property.
- (22) To administer any property on trust.
- (23) To open and operate bank accounts.
- (24) To invest in securities.
- (25) To borrow money on such terms and conditions as the Executive Committee thinks fit.
- (26) To give such security for the discharge of liabilities incurred by STT as the Executive Committee thinks fit.
- (27) To appoint agents to transact any business of STT on its behalf.
- (28) To enter into any other contract the Executive Committee considers necessary or desirable

6. ASSOCIATION GENERAL MEETINGS - General Meetings of STT shall be:-

A. Annual General Meeting

- (1) An Annual General Meeting of Members of STT shall, unless otherwise decided by the Executive Committee, be held within four (4) months of the end of the financial year of STT.
- (2) Written notice shall be forwarded by the Secretary to Members at least twenty eight (28) days prior to the meeting.
- (3) Business shall include:-
 - (a) Receiving the Secretary's Annual Report and the audited Financial Statement.
 - (b) Election of Officers in accordance with Sub-Clause B of Clause 4 hereof.
 - (c) Election of non-office bearing Executive Committee members in accordance with Sub-Clause A of Clause 5 hereof.
 - (d) Any business submitted by the Executive Committee or any business of which fourteen (14) days notice in writing has been given to the Secretary by any Member.
- (4) Names of Members seeking election to each position on the Executive Committee, and any business submitted in accordance with Item (d) of Sub-Clause A of Clause

6 hereof, shall be posted on STT Notice Board, or distributed to Members as considered appropriate by the Executive Committee, at least seven (7) days prior to the date of the Annual General Meeting.

- (5) Only the business listed on the Agenda for the meeting shall be discussed.

B. Special General Meeting

- (1) A Special General Meeting may be convened by the President or the Secretary upon requisition in writing of five (5) percentum of the current Members, or upon a motion by the Executive Committee. Fourteen (14) days written notice shall be given, stating the business of such a meeting.
- (2) Only the business stated shall be discussed at such meeting.

C. Proceedings at General Meetings

- (1) Any Member unable to attend any STT General Meeting may appoint a proxy to attend and vote for that Member. Such appointment shall be in writing and handed to the chairman of the meeting before the commencement of the meeting for which he/she is appointed to attend. Only Members may be appointed as proxies, and each Member shall have no more than one (1) proxy.
- (2) Only Members (or proxies) shall be entitled to vote at meetings, and each shall have only one (1) vote on any motion. The chairman of the meeting shall have a casting vote in addition to a deliberative vote. Voting shall be by show of hands, unless three (3) Members request a ballot, except in the election of Executive Committee members, which shall be by secret ballot.
- (3) Five (5) percentum of persons eligible to vote shall form a quorum.
- (4) If at any General Meeting a quorum is not present within sixty (60) minutes after the time appointed for the meeting, the whole of the business of the meeting shall be deferred for consideration at an adjourned meeting.
- (5) An adjourned meeting required on account of the lack of a quorum at any General Meeting shall be held within fourteen (14) days of that meeting. The Secretary shall appoint a time and place for such adjourned meeting and notify all Members of the time and place for the adjourned meeting by placing a notice on STT Notice Board. If at such an adjourned meeting a quorum is not present within thirty (30) minutes of the appointed time, the Members present shall form a quorum and may consider the business for which the meeting was called.
- (6)
 - (i) Proper minutes of all proceedings of General Meetings shall be kept.
 - (ii) These minutes shall be signed by the chairman of the meeting at which the proceedings took place, or by the chairman of the next succeeding meeting.
 - (iii) Where minutes are kept and signed they shall, until the contrary is proved, be evidence that the meeting was convened and duly held, that all proceedings held at the meeting shall be deemed to have been duly held, and that all appointments made at the meeting shall be deemed to be valid.
- (7) A notice may be given by STT to any Member by serving the Member with the notice personally, or by sending it to the address appearing in the register of Members.
- (8) The President of STT or if there be no President, the Vice-President of STT or in their absence, or on their declining to take, or retiring from the chair, one of the Members chosen by the meeting shall preside as chairman.

7. DISQUALIFICATION AND EXPULSION

- A. Any Member if found by the Executive Committee guilty of
- (1) wilful infringement of the Constitution, or of the rules of STT or of the game, or
 - (2) not abiding by the decisions of the Executive Committee or any sub-committee or tribunal, or
 - (3) conduct, which in the opinion of the Executive Committee is detrimental to the game, or
 - (4) wilfully or negligently misleading the Executive Committee,
- may be expelled, suspended, disqualified, fined or otherwise dealt with at a meeting of the Executive Committee called to deal with the matter at the Executive Committee's discretion.
- B. Any Member expelled, suspended or disqualified, shall lose all rights and privileges which but for expulsion, suspension or disqualification they would otherwise have enjoyed.
- C. Written notice of any meeting of the Executive Committee called to deal with the expulsion of any Member shall be given to the person concerned not less than seven (7) days before the date of the said meeting, and such Member, or natural person acting on behalf of that Member, may attend the meeting for the purpose of answering the charge or matter/s of complaint made against that Member.
- D. A disqualified or suspended person shall not act in any capacity as an official during the term of their penalty.

8. APPEALS

- A. Any Member may appeal against their expulsion, disqualification or suspension or any decision of the Executive Committee. An appeal shall be instituted by notice in writing given by the person aggrieved, to the Secretary stating the grounds of appeal, and the Secretary shall within seven (7) days after the receipt of this notice, call a meeting within a further period of seven (7) days for the purpose of considering the appeal.
- B. The decision of a meeting on such appeal shall be final, unless:
- (1) In the opinion of the Executive Committee fresh and valuable information not previously available is likely to be produced.
 - (2) A notice in writing setting out alleged fresh and valuable information pertinent to the decision is lodged with the Secretary within fourteen (14) days of notification to the person aggrieved.
 - (3) The Executive Committee gives leave to a further appeal.
- C. The Executive Committee on appeal may:-
- (1) Dismiss the appeal, or
 - (2) Vary, modify, or reverse the disputed decision.

9. APPLICATION OF MONEYS

- A. The income of STT shall be applied solely towards the promotion of the objects of STT, and no portion thereof shall be paid or transferred directly or indirectly, by way of dividend, bonus or otherwise, howsoever by way of profit, to Members or relatives of Members, provided that nothing herein shall prevent the payment in good faith of remuneration to any officer or servant of STT or to any Member for any service actually rendered to STT, or reasonable and proper rental for premises let by any Member to STT.
- B. All moneys received by STT shall be receipted and, as soon as practicable paid to the credit

- of STT at the financial institution or institutions appointed by the Executive Committee.
- C. The Executive Committee shall appoint such financial institution or institutions from time to time as they think fit.
 - D. All cheques or withdrawal forms drawn upon the financial institution or institutions of STT shall be signed by any two (2) of the following officers:- The President, the Vice-President, the Secretary, the Recording Secretary or the Treasurer.
 - E. All EFTPOS transactions made on the financial institution or financial institutions of STT shall be signed by either the Vice-President, the Secretary, the Recording Secretary or the Treasurer.
 - F. The operators on the accounts, listed in Sub-Clauses D and E of this Clause, shall have power, between meetings of the Executive Committee, to spend amounts or incur liabilities up to a total of not more than one thousand dollars (\$1,000) without the sanction of the Executive Committee, but such payments or incurring of liabilities must be confirmed at an Executive Committee meeting before this power may again be exercised. The operators shall be severally reimbursed by STT for any personal loss sustained by them in spending or incurring liabilities for such amounts, except where such loss is the result of their several personal negligence or default.
 - G. All payments of whatever nature and however authorised shall be submitted for confirmation at the Executive Committee meeting first subsequent to the date of payment.
 - H. The financial year of STT shall commence on the first day of September in each year and shall end on the last day of August in each subsequent year.

10. HONORARIA

- A. An honorarium for any member of the Executive Committee shall firstly be recommended by the Executive Committee.
- B. Such recommendation shall then be submitted for approval at an Annual General Meeting before such honorarium may be granted.

11. No refund of any fee shall be made to any person expelled, deregistered or suspended from STT.

12. All correspondence, documents or other matter addressed to STT shall be deemed to be the property of STT.

13. The payment to STT of registration or other fees by any person, shall be deemed acceptance by such person of this Constitution, and deemed to be notice given to STT that such person agrees to be bound by this Constitution.

14. ALTERATION TO CONSTITUTION AND BY-LAWS

- A. Alterations to the Constitution can only be made at Annual General or Special General Meetings.
- B. Such proposed alterations shall be recommended by either the Executive Committee, or five (5) percentum of the Members before presentation to any meeting.
- C. Notice of such alterations shall be given in accordance with Clause 6.
- D. Alterations to by-laws can be made at the discretion of the Executive Committee.

15. PUBLIC OFFICER - For the purposes of the Associations Incorporation Act, 1985, the Public Officer shall be appointed by the Executive Committee and shall hold office until that position be

declared vacant by the Executive Committee.

16. DISSOLUTION OF STT

- A. STT shall not be dissolved, except at a Special General Meeting convened for that purpose. Seventy-five percentum (75%) of the number of persons entitled to attend such meeting shall form a quorum. A resolution to dissolve must be carried by no less than seventy-five percentum (75%) of the votes recorded.
- B. Upon all property of STT being realised, the liabilities for which STT is responsible shall be discharged. These liabilities shall include the costs and expenses of winding up STT. Any surplus assets of STT following the payment of all liabilities shall be paid to Table Tennis South Australia Incorporated.

17. SEAL HOLDERS

- A. The Executive Committee may from time to time appoint such persons to be the Seal Holders of STT as it sees fit, and such Seal Holders shall hold office during the pleasure of the Executive Committee.
- B. STT Seal shall be affixed to such documents as shall be necessary only with the authority of the Executive Committee.
- C. STT Seal shall be kept in the custody of the Seal Holders or such one of them as the Executive Committee shall from time to time decide.

This Constitution was initially adopted on 16 August 1993

Amendments:

29 November 1993
22 November 1999
27 November 2000
12 November 2007
25 February 2008