



ADELAIDE PLAINS NETBALL ASSOCIATION INC.

CONSTITUTION

ESTABLISHED 16.5.90

Amendments	
Date Updated	Amendment Description
February 2013	<ul style="list-style-type: none"> 5 (f)(ii), (n), (o)(ii) – Executive Committee
Reviewed October 2013	
3rd February 2014	<ul style="list-style-type: none"> Honorariums 17b.- deleted 'President - \$500 plus expenses' and replaced with 'Vice President - \$500 plus expenses' CNNA –expenses covered is now part f) – g) has been removed as it was 'Country Champs- expenses covered' Authority and Disputes 13 (c) added in 'have knowledge/experience in netball or sports administration,' after the words 'shall not'
3 rd December 2014	<ul style="list-style-type: none"> <i>Duties of Office Bearers: Records Officer-15 – added in (d),(e) and (f)</i> <i>Life Membership-8</i> <i>NRNC Delegate Roster Rotations-change all CNNA to NRNC</i> <i>Authority and Disputes No 13 (b) and (c)</i> <i>Honorariums (President and Records Officer) No 17</i>
7 th April 2015	<ul style="list-style-type: none"> 5 Opening sentence- include junior coordinator as an executive committee member - 5 (e) and 6 (a) 13 – Authority & disputes - A, B (i, ii iii), D & E 15 – Duties of office bearers - Add Junior coordinator Inclusion of junior coordinator 17 - Honorariums - Hand over clause - G & H
6 th March 2020	<ul style="list-style-type: none"> 4 Membership (b) – remove word umpiring 5 (m) Executive add word committee 7 g) (i) (ii) Remove penalty amount reference to bylaw 8 (b) (ii) change a to an 13 Authority & Disputes – (b) alter wording/addition 13 – Authority & Disputes – C (i) (ii) – alter wording/addition 13 f) Remove penalty amount reference to bylaw 16 General – add 2nd paragraph 17. Honorariums (Vice President and Treasurer) alteration 18. Rotation Update for NRNC Additions of 19, 20 and 21 per Department of Consumer and Business compulsory constitutional additions Returned 15 .10.2020 so Updated Constitution dated 15th October 2020
28 th October 2024	<ul style="list-style-type: none"> 7 (h) – updated 'Auditor' to 'Financial Reviewer' 17(d) – updated Records Officer honorarium from \$1,500 to \$2,000 5 (i) – Executive Committee

LEGEND

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1 NAME

The name of the association shall be 'Adelaide Plains Netball Association Incorporated' hereinafter referred to as 'the Association' or APNA.

2 OBJECTS

The Objects of the Association shall be:

- (a) To encourage, promote, and control the game of netball within the Association.
- (b) To affiliate with the South Australian Netball Association (hereinafter referred to as Netball SA) by the 31st October each year as an Associate Member or Member Association.

All correspondence to Netball SA shall be forwarded through the Honorary Secretary of the Association and the decision of Netball SA in any dispute brought before it shall be considered final.

The Constitution Rules and Bylaws of Netball SA shall govern all matters not specifically dealt with herein, and APNA shall be guided by such regulations and shall abide by the interpretations of Netball SA in respect of such matters.

- (c) To abide by the official playing rules of the International Federation of Netball Associations and in the interpretation thereof as determined by the All Australian Netball Association through Netball SA.
- (d) To promote the proper representation of APNA in inter-Association matches.

3 PATRON

The appointment of a Patron or Patroness shall be approved by the Annual General Meeting of the Association.

4 MEMBERSHIP

- (a) The Association shall consist of
 - i) all officers of the Association
 - ii) two appointed delegates from each member club, one of whom must be on the club's executive
 - iii) all elected or appointed members of committees of the Association

- b) All members of the Association shall be amateurs. An amateur shall be taken to mean one who does not receive a pecuniary reward, salary or stipend for playing or coaching of netball. Exception shall be made in the case of teachers and students who may be called upon to teach netball as part of their official duties. The acceptance of monies to cover fares or incidental expenses approved by the Association shall not contravene the amateur ruling.
- c) No club may withdraw from the Association without giving at least one month's written notice of intention to do so, and it shall be necessary for such club to return immediately to the Association any property belonging to the Association. Such property shall include Association trophies and shields.

Such club shall be liable for all subscriptions and fees incurred up to the time of lodging its application to withdraw from the Association.

- (d) Any club wishing to amalgamate with another affiliated club may do so with the approval of the General Meeting held after the Annual General Meeting or at a Special General Meeting called for that purpose and must remain amalgamated for the completion of the season.
- (e) A netball club may apply to be admitted to membership of the Association by written application to the Secretary of the Association, which application shall be submitted at the Annual General Meeting and:
 - (i) be endorsed with the support of at least two (2) existing member clubs of the Association and
 - (ii) indicate how many teams (of which grade or grades) the club proposes to field in the Association's competitions during the next playing season.
- (f) Any netball club admitted to membership shall within fourteen (14) days of the date of approval of its application, pay to the Association a joining fee as set out in the Bylaws.

The Association may at the Annual General Meeting alter the joining fee.

- (g) Each member club shall
 - (i) be bound by and comply with all requirements of the Constitution and Bylaws of the Association,
 - (ii) pay to the Association such fees, subscriptions, levies and other charges as may be fixed in accordance with the Constitution and Bylaws,
 - (iii) register its name and colours and each of its players with the Association annually.
 - (iv) recognise the authority of the Association in all matters pertaining to netball.

5 EXECUTIVE COMMITTEE

The administration of the Association shall be in the hands of an Executive Committee which shall consist of the President, Vice-President, Secretary, Records Officer, Treasurer, Umpire's Delegate and an Executive member of each club.

- (a) The Executive shall be empowered by the delegates of the Association to act on their behalf.
- (b) The President and two Executive Officers shall be empowered to call a meeting at their discretion.
- (c) The President shall, if present, preside at all meetings of the Association. She shall have a casting vote only. In the absence of the President and Vice-President, a Chairperson shall be elected for the meeting.
- (d) Office Bearers shall be elected at the Annual General Meeting and (subject to the provisions of sub-clause (f)) shall serve for a term of two (2) years.
- (e) Each member club shall nominate a person for election as an Office Bearer in accordance with a roster drawn up by the Management Committee. This person must be named at the association AGM held in October of each year. Any member club failing to supply an Office Bearer as and when required shall be liable to forfeit Association Membership at the discretion of the Executive Committee.
- (f)
 - (i) The Umpire's Delegate shall be a badged umpire, (or if no badged umpire is available, a top 'A' Grade umpire) and shall be appointed for a term of two (2) years.
 - (ii) Upon completion of a two (2) year tenure or resignation of this position, which is not on club rotation, this position will be advertised for expression of interest. Advertisement shall occur 21 days before the APNA AGM, or at any time a resignation occurs during the tenure. The current position holder may be re-appointed if they are a suitable candidate.
- (g) All Office Bearers and Delegates shall be entitled to speak at any meeting of the Association. Observers may contribute on invitation from the Chairperson.
- (h) The Executive Committee shall have the power to appoint an Acting Honorary Secretary and/or Records Officer and/or Acting Treasurer for such a period as may be required in case of resignation:

- (i) The Executive Committee shall have the power
 - to manage and control of the funds and other property of the Association,
 - to raise money by affiliation fees, per capita fees, registration fees, subscriptions and levies, and by such other methods as from time to time the Executive Committee shall see fit,
 - to invest the monies of the Association not immediately required in such manner as may be determined by the Executive Committee,
 - to borrow or raise upon loan, any sum or sums of money for the purpose of securing repayment thereof,
 - to execute or give any mortgages, charges, bonds debentures, bills of exchange, promissory notes or other securities over all or any of the property of the Association as may be deemed necessary; and to liquidate, redeem or pay off such obligations and securities on any of them.
- (j) The Executive Committee shall adjudicate on all matters brought before it that are not covered by the Constitution and Bylaws which in any way affect the Association or the competition.
- (k) A position on the Executive Committee shall automatically be suspended if:
 - (i) any member fails to attend three consecutive meetings of the Executive Committee,
 - (ii) any member leaves the meeting without the consent of the Chair.
- (l) If a resignation from a member is received and accepted by the Executive Committee, the vacancy shall be filled at the next meeting of the Committee by acceptance of a nomination by the club whom the vacating member represented, or if no nomination is received by that meeting, the Secretary of the club shall be given 21 days to lodge such nomination.
- (m) A named proxy, named at the Annual General Meeting, may attend in place of an Executive committee member.
- (n) Each member club shall nominate a person for election as an Office Bearer and/or delegate in accordance with a roster drawn up by the Management Committee, for the Combined Northern Region Netball Committee (NRNC). Any member club failing to supply an Office Bearer as and when required shall be liable to forfeit Association Membership at the discretion of the Executive Committee.(NRNC Roster - Item 18).
- (o) (i)The Records Officer shall be appointed for a term of two (2) years.
(ii) Upon completion of a two (2) year tenure or resignation of this position, which is not on club rotation, this position will be advertised for expression of interest. Advertisement shall occur 21 days before the APNA AGM or at any time a resignation occurs during the tenure. The current position holder may be re-appointed if they are a suitable candidate.

All decisions of the Executive Committee shall be binding on all members.

6 ASSOCIATION MANAGEMENT

- (a) The Association shall consist of three (3) named delegates from each club. Any two of these delegates shall be entitled to attend meetings along with the Association President, Vice-President, Honorary Secretary and/or Records Officer, Treasurer and Umpires' Delegate, junior co-ordinator and other elected and/or appointed members as stated in 4 (a) iii. of the Constitution, with each club allowed two (2) votes. Such delegates shall be entitled to speak, propose, second and vote on all matters. The President shall have a casting vote only.
- (b) Any correspondence representing a club must come through the club's Executive to the Association.
- (c) The Management Committee shall draw up a program for the purpose of competition.

7 ANNUAL GENERAL MEETING

- (a) The Annual General Meeting of the Association shall be held in each year during the month of October, provided that in exceptional circumstances the President may, with the approval of at least two (2) other Office Bearers of the Association, defer the holding of the Annual General Meeting to a date not later than the 30th day of November in any year. The business of such meeting shall include the President's Annual Report, the presentation of accounts duly audited, the election of Officers, honorary Auditor, Delegate(s) to the Combined Northern Region Netball Committee, and such other business as deemed necessary.
- (b) The secretary shall give at least three (3) weeks' notice in writing of the date of the Annual General Meeting to each member club and to each Executive Committee member, and shall advertise such meeting in at least one newspaper circulated in the APNA area.
- (c) Each member club shall send two (2) delegates to the Annual General Meeting. Such delegates shall be entitled to speak and vote on all matters.
- (d) At the Annual General Meeting delegates shall decide whether the Association shall affiliate with the Combined Northern Region Netball Committee and/or the South Australian Netball Association.
- (e) The Management Committee shall review and determine all fees, levies, subscriptions and other payments to be made by clubs and/or members to the Association.
- (f) The Management Committee shall review and determine such honorary payments and allowances as it shall see fit.

- (g) (i) A fine shall be imposed on member clubs for non-attendance at meetings of Association, such sum to be reviewed and set at each Annual General Meeting. *Penalty fine amount to be listed in bylaws under fines, amount as set at the AGM each year.*
- (ii) A fine shall be imposed on member clubs for non-attendance at an Annual General Meeting of the Association, such sum to be reviewed and set at each Annual General Meeting. *Penalty fine amount to be listed in bylaws under fines, amount as set at the AGM each year.*
- (h) The Honorary Financial Reviewer shall be elected annually. The Honorary Financial Reviewer shall not be a member of the Committees.

8 LIFE MEMBERSHIP

- (a) Any member of the Adelaide Plains Netball Association may nominate any past or present member of the Association for life membership or to receive a Service Award to recognize outstanding service rendered to the Association. Any nomination must be received by the Association Secretary not less than one month before the Annual General Meeting and must be accompanied by detailed evidence supporting the nomination.'
- (b) The awarding of Life Membership of Service Award shall be determined by the following guidelines:
 - (i) Any person who has provided outstanding service at an Association level for APNA, ie: players, coaching, umpiring, fundraising or other voluntary service.
 - And/or*
 - (ii) Has held a position as an office bearer at APNA level for an extended period of time.
- (c) The Executive Committee's report shall be presented to the Annual General Meeting, and a nominee for either Life Membership or a Service Award, may be elected by a two-thirds majority of those present and entitled to vote.
- (d) Any person who has been honored with an Association Life Membership is to receive;-
 - i. A suitable badge or medallion
 - ii. Free of charge (FOC) pass to all Finals matches
 - iii. A complimentary invitation to all senior and junior end of year presentations.

9 MEETINGS

- (a) An Ordinary General Meeting may follow the Annual General Meeting.
- (b) Special General Meetings of the Association may be called
 - (i) at the request of the President, or

- (ii) at the written request of five (5) member clubs.

At least three (3) days written notice of such meeting shall be given and such notice shall set out the objects of the meetings.

- (c) Every notice of any meeting shall give brief particulars of the agenda for that meeting.

10 VOTING

At Annual General Meetings and Management Committee meetings

- (a) the President shall have a casting vote only
- (b) remaining Office Bearers shall not be entitled to vote
- (c) each club delegate shall have one vote each.

Voting on all business shall be by show of hands unless a ballot be requested by a member present who is entitled to vote.

11 FINANCE

- (a) All the funds of the Association shall be deposited in the account of the Association.
- (b) All accounts due by the Association shall be paid by cheque with any two of three executive members to sign.
- (c) The Officers of the Association shall keep a record of expenditure in the nature of petty cash and shall be reimbursed for such expenses properly incurred on behalf of the Association. All exchange of monies shall be receipted.
- (d) The financial year of the Association shall end on the thirtieth day of September in each year.

12 ALTERATIONS TO CONSTITUTION AND BYLAWS

- (a) Notwithstanding any other provisions of the Constitution no alteration, repeal or addition shall be made to the Constitution and Bylaws except at an Annual General Meeting or at a Special Meeting called for that purpose with at least three (3) weeks notice in writing. In the case of the Annual General Meeting, proposed changes shall be in the Secretary's hands by the first day of September.
- (b) Motions to alter the Constitution or Bylaws shall be of no effect unless passed by a majority of at least two thirds of the delegates present.

13 **AUTHORITY AND DISPUTES**

- (a) The authority of the Management Committee shall extend to and be recognised by the members of the Association.
- (b) The management Committee shall be empowered to enquire into, deal with and adjudicate upon all questions and disputes as to the interpretation of the Constitution, Bylaws, Member Protection policy and other Netball SA policies by any person or member club. The Management Committee will decide on appropriate actions and fines in line with the Constitution and By-Laws and if the complaint or misconduct is found to be detrimental to the policy interest or welfare of the Association then the matter will be referred to the tribunal (Disputes Committee).
- (c) Disputes Committee: Each member club to nominate one person matter. This person shall not be on the Executive or is a member of any APNA Club but must have some knowledge of the netball game and rules. These seven members of the Disputes Committee are to be contacted for availability; however a quorum of at least four must attend. All decisions made by the Disputes Committee are final. The minutes of the Disputes Committee are confidential and sealed and are to be retained by the Association Secretary.

Notice of Hearing: Upon a decision to forward a complaint to the disputes committee, the Association shall provide notice of the decision to hold a tribunal to the person and/or club against which a complaint is directed and notify the Disputes Committee of the decision to hold a tribunal. The information provided to the club will detail the date and time of tribunal, information about the process and overview of the complaint and the by-law, constitution, member protection or other policy in breach. The tribunal is to be held at 7.00pm on the first Wednesday following receipt of the complaint.

(i) Any complaint lodged must be given verbally to the Association President followed immediately in writing to the Association Secretary by 6pm from the Affiliated Member Club Secretary on the day following the game in question. An association Management meeting must occur to discuss if the letter of complaint is frivolous or needs to be dealt with by the Disputes Committee. A registration fee as set at the AGM annually and listed in the APNA bylaws will be payable prior to or at the meeting which shall be forfeited if the Association finds the complaint, report or dispute frivolous.

(ii) The Disputes Committee shall follow the Adelaide Plains Netball Association tribunal bylaw as practically as possible with the consideration of Netball SA guidelines for hearings and tribunals and those of the Governing state sporting body in regards to legal requirements

(iii) In the event of a complaint being found to be justified the fee shall be returned and the Disputes Committee may inflict any one or more of the following penalties against the offender:

- a) Order a match to be replayed.
 - b) Award a match against the offending club or team.
 - c) Suspend or expel any club, team, player or member.
- (d) In the event of the Association affiliating with the Combined Northern Netball Association and/or the South Australian Netball Association, it shall have the power to refer any matter to the Combined Northern Netball Association and/or to the South Australian Netball Association for a decision. Such decision shall be final.
- (e) Any member team or club having any complaint or appeal shall make such complaint or appeal in writing to the Association. In the event of not receiving satisfaction from the Association, the member team or club may appeal to the South Australian Netball Association provided that all appeals be directed through the Association Secretary.
- (f) Any complaint must be accompanied by the fee set at the Annual General Meeting. The fee shall be forfeit to the Association if the Executive Committee consider the complaint frivolous. Penalty fine amount to be listed in bylaws under fines, amount as set at the AGM each year.

14 QUORUM

If after the expiration of fifteen (15) minutes from the time appointed for the start of any Association meeting there shall be less than one half of the delegates present, the meeting shall lapse and the business not disposed of shall take precedence at the next meeting. The Executive Committee shall have the power to deal with any urgent business not dealt with at any lapsed meeting.

15 DUTIES OF OFFICE BEARERS

All Office Bearers shall have a sound knowledge of the Constitution and Bylaws of the Association.

The President shall chair all meetings of the Association and ensure that the Constitution and Bylaws are upheld.

The Vice-President shall carry out all duties of the President or Secretary in the event of either being unavailable for any meeting or function of the Association, coordinate Country Championships representation and represent APNA at NRNC meetings.

The Secretary shall

- (a) Keep written record of all Association meetings
- (b) Arrange the printing and distribution of programmes and score sheets
- (c) Handle all general correspondence
- (d) Inform each member club of all relevant matters
- (e) Confer with the Association President on all matters
- (f) Notify the Executive Committee of any breach of the Constitution or Bylaws by a member club.

The Records Officer shall

- (a) Collect and record the details of all score sheets
- (b) Furnish a Premiership Table at the end of each round
- (c) Notify member clubs of any breach of the Bylaws of the Association
- (d) Register players, as advised by clubs, with Netball SA
- (e) Ensure the players recorded on the score sheets are registered with Netball SA
- (f) Maintain the Adelaide Plains Netball Association website

The Treasurer shall

- (a) Keep the financial records of the Association
- (b) Receipt all monies of the Association
- (c) Pay all accounts of the Association
- (d) Present books for auditing sufficiently before the Annual General Meeting so that the audited books can be presented to the Annual General Meeting.
- (e) Have the books for the Association available for perusal at any time.

The Umpire's Delegate shall, with the guidance of the Executive

- (a) Handle all correspondence in relation to umpiring
- (b) Arrange all umpires for Inter-Association finals as requested
- (c) Arrange umpires for major round
- (d) Answer all enquiries on rules and their interpretation
- (e) Notify all member clubs of any change or addition to rules
- (f) Organise and preside at Umpire Theory Examinations.

The Junior Coordinator shall, with the guidance of the Executive

- (a) Ensure all Child Safe Environments guidelines are upheld at a club and association level
- (b) Liaise with all Club level junior coordinators where appropriate
- (c) Arrange appropriate training and development opportunities for junior officials and players
- (d) Ensure proper management of the junior competition
- (e) Assist the association with organisation of junior presentations
- (f) Maintain a close working relationship with the Association Vice President and NRNC representative to maximise junior participation in representative netball

16 GENERAL

In this Constitution the feminine gender may be read as the masculine and vice versa.

In addition to the Constitution and ByLaws the Association may maintain procedures and guidelines to aid the day to day running of the association. These may be voted on and accepted at any general meeting and are to be instructional only.

17. HONORARIUMS

Honorariums will be distributed yearly to ongoing Office Bearers at the AGM. Outgoing Office Bearers will receive their honorarium following satisfactory handover with the incoming Office Bearer or at the AGM (whichever is later). In the result of a handover not occurring within four weeks following the AGM, the honorarium will be divided according to the time served by each Office Bearer. Honorariums will be distributed as follows:

(a)	President	\$1,500 plus expenses
(b)	Vice President & Country Champs Delegate	\$1,000 plus expenses
(c)	Secretary	\$1,500 plus expenses
(d)	Records Officer	\$2,000 plus expenses
(e)	Treasurer	\$1,000 plus expenses
(f)	Umpires Secretary	\$1,000 plus expenses
(g)	Junior Coordinator	\$500 plus expenses
(h)	NRNC	Expenses covered

18. NRNC DELEGATE ROSTER ROTATIONS

(Between the APNA Vice President and one other club with separate NRNC executive positions filled as required).

YEAR	CLUBS
2013 + Secretary	Mallala Balaklava
2014 + Secretary	Mallala Balaklava
2015	Balaklava Mallala
2016 + President	Hamley Bridge Long Plains
2017+ President	Hamley Bridge Long Plains
2018	Virginia Hummocks
2019	Virginia Hummocks
2020	Two Wells Mallala
2021	Two Wells Mallala
2022	Long Plains Balaklava
2023 + Secretary	Long Plains Balaklava
2024 + Secretary	Mallala Hamley Bridge
2025	Mallala Hamley Bridge
2026	Long Plains, Virginia
2027	Long Plains, Virginia
2028 + Chairperson/Treasurer	Hummocks, Two Wells

19. WINDING UP

The association may be wound up in the manner provided for in the Act.”

20. APPLICATION OF SURPLUS ASSETS

If after the winding up of the association there remains ‘surplus assets’ as defined in the Act, such surplus assets shall be distributed to any organisation which has similar objects and has rules which prohibit the distribution of its assets and income to its members.

Such organisation or organisations shall be identified and determined by a resolution of members in general meeting

21. POWERS OF ASSOCIATION

The association shall have all the powers conferred by section 25 of the Act.