



MARYBOROUGH CASTLEMAINE DISTRICT FNL

MCDFNL CONSTITUTION

Statement of Purposes of the Maryborough Castlemaine District Football Netball League Inc

The purposes of the Maryborough Castlemaine District Football & Netball League Incorporated are as follows:

1. To provide an organised framework for the control and management of all Football & Netball matches in all grades of football & netball played by Clubs affiliated with the Maryborough Castlemaine District Football & Netball League Incorporated.
2. To set up Tribunals to resolve all disputes that may arise in connection with matches played between Clubs affiliated with the League including disciplining players.
3. To establish Tribunals to resolve disputes that may arise between various Clubs affiliated within the League.
4. To provide an organised framework for conducting football & netball matches between the various Clubs affiliated with the League.
5. To generally promote the games of Australian Rules Football and Netball.
6. To purchase, take on lease, borrow or otherwise acquire any land, buildings, easements or property both real and personal for the purposes of being used in connection with the purposes of the Association.
7. To enter into any arrangements, contracts, agreements or otherwise that are conducive to achieving the purposes of the League.

Maryborough Castlemaine District Football & Netball League Inc. Rules

1. Name:

The name of the Incorporated League is the Maryborough Castlemaine District Football & Netball League Incorporated (in these Rules called "the League").

2. Definitions:

2.1. In these Rules, unless the contrary intention appears

2.1.1. "League Executive" means the League Executive constituted pursuant to Rule 21. "Financial Year" means the year ending on 31st October.

2.1.2. "General Meeting" means a General Meeting of Members convened in accordance with Rule 11. "Member" means a Member of the League.

2.1.3. "The Act" means the Associations Incorporation Act 1981, or any subsequent amendments to the Act. "The Regulations" means regulations under the Act.



MARYBOROUGH CASTLEMAINE DISTRICT FNL

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- 2.2.** In these Rules, a reference to the Secretary of the League is a reference:
- 2.2.1.** Where a person holds office under these Rules as Secretary of the League to that person; and
 - 2.2.2.** In any other case, to the public officer of the League.
- 2.3.** Words or expressions contained in these Rules shall be interpreted in accordance with the provision of the Acts Interpretation Act 1958 and the Act as in force from time to time.
- 3. Membership:**
- 3.1.** The Members of the League shall be as follows:
- 3.1.1.** Each Club or Incorporated Body affiliated with the League shall appoint two Members each with such membership becoming effective upon payment of their Clubs affiliation fee,
 - 3.1.2.** Duly appointed Life Members of the League who shall have no voting rights at any meeting of the League.
 - 3.1.3.** The duly elected Executive of the League.
- 3.2.** A person who is not a Member of the League at the time of the Incorporation of the League (or who was such a Member at that time but has ceased to be a Member) shall not be admitted to Membership:
- 3.2.1.** unless he is nominated as provided in sub-clause 3.3; and
 - 3.2.2.** his or her admission as a Member is approved by the League Executive.
- 3.3.** A nomination of a person for Membership by the League:
- 3.3.1.** Shall be made in writing in the form set out in appendix 1; and
 - 3.3.2.** Shall be lodged with the Secretary of the League.
- 3.4.** As soon as is practicable after the receipt of a nomination, the Secretary shall refer the nomination to the League Executive
- 3.5.** Upon a nomination being referred to the League Executive, the League Executive shall determine whether to approve or to reject the nomination.
- 3.6.** Upon a nomination being approved by the League Executive, the Secretary shall, with as little delay as possible, notify the nominee in writing that he/she is approved for Membership of the League and request payment within the period of 28 days after receipt of the notification of the sum payable under these Rules as the entrance fee and the first year's annual subscription.
- 3.7.** The Secretary shall, upon payment of the amounts referred to in sub-clause (3.6) within the period referred to in that sub-clause, enter the nominee's name in the Register of Members kept by him and, upon the name being so entered, the nominee becomes a Member of the League.
- 3.8.** A right, privilege, or obligation of a person by reason of his Membership of the League:
- 3.8.1.** Is not capable of being transferred or transmitted to another person; and
 - 3.8.2.** Terminates upon the cessation of his Membership whether by death or resignation or otherwise.
- 3.9.** Any Member of the League whom the Delegates shall by resolution declare to have rendered outstanding service to the League, and who has played a minimum of 300 senior or reserve (or a combination of) games and / or given a minimum of 15 years' service to their club and / or League may be recommended for life Membership of the League and may be so elected to a Life Membership by a majority of the Delegates present at any Meeting of the League. Any such Members so elected a Life Membership shall be awarded this honour at the League's Presentation Night (Berry Powell Medal) or at the League's Annual General Meeting. The League shall have the power to elect a maximum of two Life Members each year.



MARYBOROUGH CASTLEMAINE DISTRICT FNL

4. Fees for Membership:

- 4.1. The entrance fee shall be if any, as the League Executive shall from time to time determine.
- 4.2. The annual subscription shall be if any, as the League Executive shall from time to time determine, and shall be payable in advance on or before the 1st day of July in each year.

5. Register of Members:

The Secretary shall keep and maintain a Register of Members in which shall be entered the full name, address and date of entry of the name of each Member and the Register shall be available for inspection by Members at the address of the Secretary.

6. Resignation of Members:

- 6.1. A Member of the League who has paid all monies due and payable by him to the League may resign from the League by first giving one months' notice in writing to the Secretary of his intention to resign and upon the expiration of that period of notice, the Member shall cease to be a Member.
- 6.2. Upon the expiration of a notice given under sub-clause 6.1, the Secretary shall make in the register of Members an entry recording the date on which the Member by whom the notice was given, ceased to be a Member.

7. Expulsion and Suspension of Member:

- 7.1. Subject to these Rules, the League Delegates may by resolution:
 - 7.1.1. Expel a Member from the League;
 - 7.1.2. Suspend a Member from Membership of the League for a specified period; or
 - 7.1.3. Fine a Member in accordance with the regulations if the League Delegates is of the opinion that the Member
 - 7.1.3.1. has refused or neglected to comply with these rules; or
 - 7.1.3.2. has been guilty of conduct unbecoming a Member or prejudicial to the interests of the League.
- 7.2. A resolution of the League Delegates under sub-clause 7.1
 - 7.2.1. Does not take effect unless the League Delegates, at a meeting held not earlier than fourteen (14) and not later than twenty-eight (28) days after the service on the Member of a notice under sub-clause 7.3 confirms the resolution in accordance with this clause; and
 - 7.2.2. Where the Member exercises a right of appeal to the League under this clause does not take effect unless the League confirms the resolution in accordance with this clause.
- 7.3. Where the League Delegates pass a resolution under sub-clause 7.1, the Secretary, as soon as practicable, cause to be served on the Member a notice in writing
 - 7.3.1. setting out the resolution of the League Delegates and the grounds on which it is based;
 - 7.3.2. stating that the Member may address the League Delegates at a meeting to be held not earlier than fourteen (14) and not later than twenty-eight (28) days after service of the notice;
 - 7.3.3. stating the date, place and time of that meeting;
 - 7.3.4. informing the Member that he may do one or more of the following:
 - 7.3.4.1. attend that meeting.
 - 7.3.4.2. give to the League Delegates before the date of that meeting a written statement seeking the revocation of the resolution; and



MARYBOROUGH CASTLEMAINE DISTRICT FNL

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- 7.3.4.3.** not later than 24 hours before the date of the meeting, lodge with the Secretary a notice to the effect that he wishes to appeal to the League in General Meeting against the Resolution.
- 7.4.** At a meeting of the League Delegates held in accordance with sub-clause 7.2, the League
- 7.4.1.** shall give to the Member an opportunity to be heard;
 - 7.4.2.** shall give due consideration to any written statement submitted by the Member; and
 - 7.4.3.** shall by resolution determine whether to confirm or to revoke the resolution.
- 7.5.** Where the Secretary of the League receives a notice under sub-clause 7.3, he shall notify the League Executive and the League shall convene a General Meeting of the League Delegates to be held within twenty-one (21) days after the date on which the Secretary received the notice.
- 7.6.** At a General Meeting of the League convened under sub-clause 7.5
- 7.6.1.** no business other than the question of the appeal shall be transacted;
 - 7.6.2.** the League Executive may place before the meeting details of the grounds for the resolution and the reasons for the passing of the resolution;
 - 7.6.3.** the Member shall be given an opportunity to be heard; and
 - 7.6.4.** the Members present shall vote by secret ballot on the question whether the resolution should be confirmed or revoked.
- 7.7.** If at the General Meeting
- 7.7.1.** two thirds of the Members vote in person or by proxy in favour of the confirmation of the resolution, the resolution is confirmed; and
 - 7.7.2.** in any other case, the resolution is revoked.
- 8. Annual General Meeting:**
- 8.1.** The League shall in each calendar year convene an Annual General Meeting of its Members.
 - 8.2.** The Annual General Meeting shall be held on such day as the League Executive determines.
 - 8.3.** The Annual General Meeting shall be specified as such in the notice convening it.
 - 8.4.** The ordinary business of the Annual General Meeting shall be
 - 8.4.1.** To confirm the minutes of the last preceding Annual General Meeting and of any Special General Meeting held since that meeting;
 - 8.4.2.** To receive from the League Executive reports upon the transactions of the League during the last preceding financial year;
 - 8.4.3.** To elect the Executive of the League;
 - 8.4.4.** To receive and consider the Statement submitted by the League in accordance with Section 30(3) of the Act; and
 - 8.4.5.** The Annual General Meeting may transact special business of which notice is given in accordance with these Rules.
 - 8.5.** The Annual General Meeting shall be in addition to any other General Meetings that may be held in the same year.
- 9. Special General Meetings:**
- All General Meetings other than the Annual General Meeting shall be called Special General Meetings.



MARYBOROUGH CASTLEMAINE DISTRICT FNL

10. Meetings:

- 10.1. The League Executive may, whenever it thinks fit, convene a Special General Meeting of the League and, where, but for this sub-clause, more than 15 months would lapse between Annual General Meetings, shall convene a Special General Meeting before the expiration of that period.
- 10.2. The League Executive shall, on the requisition in writing of Members representing not less than five (5) percent of the total number of Members, convene a Special General Meeting of the League.
- 10.3. The Requisition for a Special General Meeting shall state the objects of the meeting and shall be signed by the Members making the requisition and be sent to the address of the Secretary and may consist of several documents in a like form, each signed by one or more of the Members making the requisition.
- 10.4. If the League Executive does not cause a Special General Meeting to be held within one (1) month after the date on which the requisition is sent to the address of the Secretary, the Members making the requisition, or any of them, may convene a Special General Meeting to be held not later than three (3) months after that date.
- 10.5. A Special General Meeting convened by Members in pursuance of these Rules shall be convened in the same manner as nearly as possible as that in which those meetings are convened by the League Executive and all reasonable expenses incurred in convening the meeting shall be refunded by the League to the persons incurring the expenses.
- 10.6. In addition to the Annual General Meeting, and any such scheduled Leagues Delegates Meetings, the League Executive can call for additional Delegates Meetings if and when deemed a requirement by the League Executive.

11. Procedure for General Meeting:

- 11.1. The Secretary of the League shall, at least fourteen (14) days before the date fixed for holding a General Meeting of the League, cause to be sent to each Member of the League at his address appearing in the register of Members, a notice by prepaid post stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
- 11.2. No business other than that set out in the notice convening the meeting shall be transacted at the meeting.
- 11.3. A Member desiring to bring any business before a meeting may give notice of that business in writing to the Secretary, who shall include that business in the notice calling the next General Meeting after the receipt of the notice.

12. Special Business:

- 12.1. All business that is transacted at a Special General Meeting and all business that is transacted at the Annual General Meeting with the exception of that especially referred to in these rules as being the ordinary business of the Annual General Meeting shall be deemed to be special business.
- 12.2. No item of business shall be transacted at a General Meeting unless a quorum of Members entitled under these rules to vote is present during the time when the meeting is considering that item.
- 12.3. Half of the Member Clubs of the League must be personally present (being Members entitled under these rules to vote at a General Meeting) to form a quorum at a General Meeting.



MARYBOROUGH CASTLEMAINE DISTRICT FNL

- 12.4.** If within half an hour after the appointed time for the commencement of a General Meeting, a quorum is not present, the meeting if convened upon the requisition of Members shall be dissolved and in any other case shall stand
- 12.5.** Adjourned to the same day in the next week at the same time and (unless another place is specified by the President at the time of the adjournment or by written notice to the Members given before the day to which the meeting is adjourned) at the same place and 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 present (being not less than 7) shall be a quorum.
- 13. President:**
- 13.1.** The President, or in his absence, any of the elected Vice Presidents, or if all are absent, one of the Members of the League Executive, shall preside as Chairman at each General Meeting of the League.
- 13.2.** If all Members of the League Executive are absent from a General Meeting, the Members present shall elect one of their Members to preside as Chairman at the Meeting.
- 14. Adjournment:**
- 14.1.** The Chairman of a General Meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
- 14.2.** Where a meeting is adjourned for fourteen days or more, a like notice of the adjourned meeting shall be given as in the case of the General Meeting.
- 14.3.** Except as provided in sub-clauses 14.1 and 14.2, it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned meeting.
- 15. Voting:**
- A question arising at a General Meeting of the League shall be determined on a show of hands of the Delegates only and unless before or on the declaration of the show of hands a poll is demanded, a declaration by the President that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority, or lost, and an entry to that effect in the Minute Book of the League is evidence of the fact, without proof of the number or proportion of the votes recorded in favour of, or against, that resolution.
- 16. Casting Vote:**
- 16.1.** Upon any question arising at a General Meeting of the League, a Member has one (1) vote only.
- 16.2.** Notwithstanding rule 16.1, if a member Club of the MCDFNL is only represented by one (1) delegate at any meeting, that delegate will be awarded the Two (2) votes of their club.
- 16.3.** All votes shall be given personally or by proxy.



MARYBOROUGH CASTLEMAINE DISTRICT FNL

- 16.4.** In the case of an equality of voting on a question, the Chairman of the meeting is entitled to exercise a second or casting vote.
- 16.5.** With the exception of the casting vote (if required) by the Chairman of the meeting, only Club Delegates will be eligible to vote. Members of the League Executive will not be entitled to a vote, excepting in cases where they are representing their club at the meeting as a nominated Club Delegate.
- 17. Poll:**
- 17.1.** If at a meeting a poll on any question is demanded by not less than three (3) Members, it shall be taken at that meeting in such manner as the President may direct and the resolution of the poll shall be determined to be a resolution of the meeting on that question.
- 17.2.** A poll that is demanded on the election of a President or on a question of an adjournment shall be taken forthwith and a poll that is demanded on any other question shall be taken at such time before the close of the meeting as the President may direct.
- 18. Entitlement to Vote:**
A Member is not entitled to vote at any General Meeting unless all monies due and payable by him to the League have been paid, other than the amount of the annual subscription payable in respect of the current financial year.
- 19. Proxies:**
- 19.1.** Each Member shall be entitled to appoint another Member as his 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.
- 19.2.** The notice appointing the proxy shall be in the form set out in the Appendices.
- 20. League Executive:**
- 20.1.** The affairs of the League shall be managed by an Executive as constituted as provided in Rule 21.
- 20.2.** The Executive may make decisions regarding the management, operations, affairs and business of the League in regards to –
- Fixturing of matches
 - Interleague & representative football & netball
 - All matters catered for under League by Laws, and the enforcement of League bylaws
 - League Sponsorship arrangements
 - League Financial matters – including VCFL & League Affiliation costs, Club Dividends, accounts payable/reconciliation, admission fees, etc.
 - Umpiring arrangements
 - Tribunal matters
 - VCFL Investigations
 - Netball matters



MARYBOROUGH CASTLEMAINE DISTRICT FNL

Note: The MCDFNL to require that all matters relating to the awarding of league Life Memberships, club suspension / disaffiliation, clearances and/or admission of clubs by made the League Delegates.

20.3. Whilst it is recognized that the management and administration of the league will be overseen by the League Executive, and done so within the constraints of the League Constitution and By Laws, the League Executive does not have the authority to alter, amend or repeal the League Constitution, and it is recognized that full authority for such decisions rests with the Delegates of the League.

21. League Delegates

Each Member Club of the League shall appoint two (2) Delegates, and on a minimum of six (6) occasions (including the AGM) the League Executive shall convene meetings between the League Executive and Club Delegates.

21.1. These forums shall be referred to as Delegates Meetings.

21.2. Unless otherwise advertised, these meetings shall take place on the 2nd Monday of each month.

21.3. The Leagues Delegates shall, subject to these Rules, the Regulations and the Act, exercise all such powers and functions of the League, and make such decisions that are essential for the proper management of the business and affairs of the League in matters that the League Executive does not have the authority to act, or in matters referred to the League Delegates by the League Executive.

21.4. The League Delegates may appoint such sub-committees and on such terms as it sees fit and delegate any of its functions to such sub-committees as it deems desirable for the efficient management of the League.

21.5. The League Delegates shall have the power from time to time to make, alter and repeal such regulations and bylaws as the League Delegates deems desirable for the proper conduct and management of the affairs of the League.

21.6. Further to Rule 16.4, with the exception of the casting vote (if required) by the Chairman of the meeting, only Club Delegates will be eligible to vote on any matters regarding the conduct, operation, governance, regulations, bylaws and affairs of the League. Members of the League Executive will not be entitled to a vote, excepting in cases where they are representing their Club at the meeting as a nominated Club Delegate.

22. Constitution of the League Executive:

22.1. The persons constituting the League Executive shall be:

22.1.1. A League President

22.1.2. Three (3) League Vice Presidents

22.1.3. A Secretary

22.1.4. A Treasurer

22.1.5. A Junior Football Development Officer

22.1.6. A Netball President

22.2. The provisions of Rule 23 so far as they are applicable and with the necessary modifications, apply to and in relation to the elections of persons to any of the League Executive positions mentioned in sub-clause 22.1.



MARYBOROUGH CASTLEMAINE DISTRICT FNL

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- 22.3.** Each member of the League Executive shall hold office for a term of one (1) year expiring at the Annual General Meeting after the date of his/her election but shall be eligible for reelection.
- 22.4.** In the event of a casual vacancy in any of the Executive positions referred to in sub-clause 22.1 the League at a General Meeting called for that purpose may elect a person to the vacant office and the person so appointed, may continue in office up to and including the conclusion of the Annual General Meeting next following the date of his appointment.
- 22.5.** All members of the League Executive shall be eligible to hold office on a Committee of an affiliated club.
- 23. Reserved Powers:**
- 23.1.** The following powers and functions of the League shall be exercisable only by the General Meetings of the Members of the League.
- 23.1.1.** The expulsion or clearance of any Club or Incorporated Body affiliated with the League.
- 23.1.2.** A Club or Incorporated body affiliated with the League may be expelled from the League for acting in breach of the bylaws of the League or in a manner which is otherwise detrimental to the interests of the League.
- 23.2.** The admission of any Club or Incorporated Body seeking to become affiliated with the League.
- 23.3.** Such other powers and functions as may from time to time be reserved to the General Meetings of the Members of the League by the Annual General Meeting of the League.
- 24. Nomination of Candidates:**
- 24.1.** Nominations of candidates for election as members of the League Executive;
- 24.1.1.** Shall only be made in writing, and proposed and seconded by a Member of the League accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and
- 24.1.2.** Shall be delivered to the Secretary of the League not less than fourteen (14) days before the date fixed for the holding of the Annual General Meeting.
- 24.1.3.** Need not be limited to current Members of the League, provided that such persons shall become Members of the League if elected to the League Executive.
- 24.2.** If insufficient nominations are received to fill all vacancies on the League Executive, the candidates nominated shall be deemed to be elected and further nominations shall be received at the Annual General Meeting.
- 24.3.** Each candidate nominating for election as a member of the League Executive shall nominate specifically for one of the Executive positions detailed in Rule 21.
- 24.4.** If only one (1) nomination is received for a particular position to be filled the person so nominated shall be deemed to be elected.
- 24.5.** If the number of nominations exceeds the vacancy to be filled, a ballot shall be held.
- 24.6.** The ballot for the election of a position on the League Executive shall be conducted at the Annual General Meeting in such usual and proper manner as the League Delegates may direct.



MARYBOROUGH CASTLEMAINE DISTRICT FNL

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- 24.7.** A candidate may nominate for election for more than one (1) position on the League Executive provided however that if elected to one (1) of the positions his nomination shall then be declared invalid for any other positions and a candidate may not hold more than one position on the League Executive.
- 24.8.** The position of Deputy President need not be part of portfolio in its own right and may be a member of the Independent League Executive holding another position, elected by a majority of League Executive Members at the First meeting of the League Executive following the Annual General Meeting.
- 25. Cessation of Membership:**
- 25.1.** For the purposes of these Rules, the office of a member of the Executive becomes vacant if the Executive Member –
- 25.1.1.** Ceases to be a Member of the League;
 - 25.1.2.** Becomes an insolvent under administration within the meaning of the Companies (Victoria) Code; or
 - 25.1.3.** Resigns his office by notice in writing given to the Secretary of the League.
- 26. League Executive Meetings:**
- 26.1.** The League Executive shall meet at least eight times in each year at such place and such times as the League Executive may determine.
- 26.2.** Special Meetings of the League Executive may be convened by the President or by any three of the members of the Executive.
- 26.3.** Notice shall be given to members of the League Executive of any Special Meeting specify the general nature of the business to be transacted and no other business shall be transacted at such a meeting.
- 26.4.** A quorum of the League Executive shall be a majority of those entitled to attend.
- 26.5.** No business shall be transacted unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present the meeting shall stand adjourned to the same place and at the same hour of the same day in the following week unless the meeting was a Special meeting in which case it lapses.
- 26.6.** At meetings of the League Executive
- 26.6.1.** the President or in his absence any of the Vice Presidents shall preside; or
 - 26.6.2.** if the President and all the Vice Presidents are absent, such one of the remaining members of the League Executive as may be chosen by the members of the Executive present shall preside.
- 26.7.** Questions arising at a meeting of the League Executive or of any sub-committee appointed by the League Executive shall be determined on a show of hands or, if demanded by a Member, by a poll taken in such manner as the person presiding at the meeting may determine.
- 26.8.** Each Executive present at a meeting of the League Executive or of any sub-committee appointed by the League Executive (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.



MARYBOROUGH CASTLEMAINE DISTRICT FNL

- 26.9.** Written notice of each League Executive meeting shall be served on each member of the Executive by delivering it to him at a reasonable time before the meeting or by sending it by e-mail at least two business days before the date of the meeting.
- 26.10.** Subject to Clause 25.4 the League Executive may act notwithstanding any vacancy on the League Executive.
- 27. Minutes of Meetings:**
The Secretary of the League shall keep minutes of the resolutions and proceedings of each General Meeting and each League Executive and League Delegates meeting in books provided for that purpose together with a record of the names of persons present at League Executive Meetings.
- 28. Duties of Executive:**
- 28.1.** Each of the Executive shall perform such duties and functions as may from time to time be directed by the League Executive
- 28.2.** Subject to such directions from the League Executive the Executive members shall perform the following functions.
- 28.2.1.** The President of League. Shall act as President of the League Executive and shall preside at all General Meetings of the League and may sit on all sub-committees of the League. He shall be responsible for the supervision and assessment of the League.
- 28.2.2.** The Treasurer shall act as the Treasurer of the League and shall be responsible for preparation of the budget and shall collect and receive all monies due to the League and make all payments authorised by the League. The treasurer shall keep correct accounts and books showing the financial affairs of the League with full details of all receipts and expenditure connected with the activities of the League which accounts and books shall be available for inspection by the Members. At the completion of each financial year the Treasurer shall cause all books of account of the League to be audited by the registered Company Auditor appointed at the preceding Annual General Meeting.
- 28.2.3.** The President of Netball shall act as President of the MCDFNL Netball Association and shall be responsible for the supervision and assessment of the Netball Association. The President of Netball will oversee the management of the MCDFNL Netball Associations, and shall be Chairperson of the Netball Delegates meeting. Each MCDFNL Netball Club will be invited to submit two (2) delegates to the Netball Delegates forum.
- 28.2.4.** Vice Presidents of the League. The three Vice Presidents of the League shall perform such duties and functions as will be directed by the League Executive.
- 28.2.5.** Junior Football Development Officer Shall act as Chairperson of the MCDFNL Junior Coordinators and shall be responsible for the supervision and assessment of the junior section of the MCDFNL Junior Football competition and junior development program.



MARYBOROUGH CASTLEMAINE DISTRICT FNL

29. Removal of League Executive:

29.1. The League in General Meeting may by resolution remove any member of the Executive before the expiration of his term of office and appoint another Executive member in his stead to hold office until the expiration of the term of the first mentioned Executive member.

29.2. Where the League Executive member to whom a proposed resolution referred to in sub-clause 28.1 makes representations in writing to the Secretary or President of the League (not exceeding a reasonable length) and requests that they be notified to the Members of the League, the Secretary or the President may send a copy of the representations to each Member of the League or, if they are not so sent, the Member may require that they be read out at the meeting.

30. Cheques:

All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed by any two (2) of the League Executive.

31. Common Seal:

31.1. The common seal of the League shall be kept in the custody of the Secretary.

31.2. The common seal shall not be affixed to any instrument except by the authority of the League Executive and the affixing of the common seal shall be attested by the signatures of two (2) members of the League Executive.

32. Alterations:

These Rules and the Statement of Purposes of the League shall not be altered except in accordance with the Act.

33. Notices:

33.1. A notice may be served by or on behalf of the League upon any Member either personally or by sending it by post to the Member at his address shown in the Register of Members.

33.2. Where a document is properly addressed pre-paid and posted to a person as a letter, the document shall, unless the contrary is proved, be deemed to have been given to the person at the time at which the letter would have been delivered in the ordinary course of post.

34. Disputes and Mediation:

34.1. The grievance procedure set out in this rule applies to disputes under these rules between –

34.1.1. a member and another member; or

34.1.2. a member and the Association (League)

34.2. All parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within fourteen (14) days after the dispute comes to the attention of all the parties.

34.3. 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 ten (10) days, hold a meeting in the presence of a mediator.



MARYBOROUGH CASTLEMAINE DISTRICT FNL

- 34.4.** The mediator must be –
- 34.4.1.** A person chosen by agreement between the parties; or
 - 34.4.2.** In the absence of an agreement.
 - 34.4.3.** In the case of a dispute between a member and another member, a person chosen appointed by the League Executive of the League: or
 - 34.4.4.** In the case of a dispute between a member and the League, a person who is a mediator appointed by the VCFL, or a mediator employed by the Dispute Settlement Centre of Victoria (Department of Justice)
- 34.5.** A member of the League can be a mediator.
- 34.6.** The mediator cannot be a member who is a party to the dispute.
- 34.7.** The parties in the dispute must, in good faith, attempt to settle the dispute by mediation.
- 34.8.** The mediator, in conducting the mediation, must–
- 34.8.1.** Give the parties to the mediation process every opportunity to be heard; and
 - 34.8.2.** Allow due consideration by all parties of any written statement submitted by any party; and
 - 34.8.3.** Ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
- 34.9.** The mediator must not determine the dispute.
- 34.10.** 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.
- 35. Winding Up:**
In the event of the winding up or the cancellation of the Incorporation of the League, the assets of the League after payment of all just debts and liabilities shall be distributed to the Member Clubs with similar purposes or objects and/or to a Fund or Funds exclusively for charitable purposes.
- 36. Books:**
Except as otherwise provided in these Rules, the Secretary shall keep in his custody or under his control all books, documents and securities of the League.
- 37. Funds:**
The funds of the League shall be derived from entrance fees, annual subscriptions, sponsorship, donations and such other sources as the League Executive determines.
- 38. Auditor:**
That the appointment of an Auditor, who shall be registered Company Auditor, be left to the discretion of the League Executive, which shall be required to ensure League accounts are each audited each financial year.
- 39. Netball Victoria:**



MARYBOROUGH CASTLEMAINE DISTRICT FNL

The MCDFNL Netball Association shall be affiliated with Netball Victoria, and all matches shall be played according to Netball Victoria rules & regulations where MCDFNL Netball Association by Laws do not apply.

40. Victorian Country Football League (VCFL):

The MCDFNL shall be affiliated with the Victorian Country Football League (VCFL) on an annual basis. All MCDFNL matches shall be played according to the AFL Laws of the Game, VCFL Rules and under MCDFNL By Laws.