



## Raymond Terrace Soccer Club 2021 AGM

Dear Member,

Please be advised that the Annual General Meeting for Raymond Terrace Soccer Club will be held on:

*Date: Thursday 16<sup>th</sup> December 2021*

*Time: 6:30pm*

*Venue: Function Room of Raymond Terrace Bowling Club*

All Committee positions will be declared vacant at the meeting, candidates who wish to nominate for any committee position can obtain a nomination form by contacting the Club Secretary by:

Email: [raymondterracesc@newcastlefootball.net.au](mailto:raymondterracesc@newcastlefootball.net.au)

Phone: 0434700011

Nominations must be in writing, signed by two (2) financial members of the club and the nominee, and received at least seven (7) days before the election by the Club Secretary.

### **Agenda:**

1. Previous minutes
2. Committee Reports
3. Financial Statement
4. Election of Office Bearers and Committee members
5. General Business

Looking forward to seeing you at the meeting. 😊

RTSC Committee

## **Special Notice of Motion**

### **Recording of Committee Meetings**

This special notice of motion seeks to add into the Constitution, the lawful ability to record Committee meetings if the Committee considers necessary or whether technology allows. The amendment would compliment the flexibility section 32 promotes. Any record of the meeting will be stored in conjunction with the minutes however the endorsed meeting minutes will be considered the true and accurate record of the meeting. It is noted that several agencies across NSW are mandated to cast and record meetings to allow for access to the meeting for those unavailable to attend. Further to this, technologies such as Zoom allow for the recording of the meeting to simultaneously occur while meetings are ran.

This Notice of Motion will require a Special Resolution at the next AGM therefore Notice is deemed to have been provided on today's date, be that, 16 August 2021 which far exceeds the required 21 day notice period stipulated in the Constitution. If amended, the amended notice will be put back to the Committee with relevant changes identified prior to the required Notice period.

Proposed wording

*Section 32 (3)*

*Through the use of technology, committee meetings may be recorded if the Committee considers it necessary or whether the technology permits. Any record of the meeting will be stored in conjunction with the minutes however the endorsed meeting minutes will be considered the true and accurate record of the meeting.*

*A copy of the recording will be retained with the Secretary with access being permitted on a case-by-case basis. Any requests must be made in writing, stipulate who is seeking a copy of the record and for what purpose it is being sought. Approval will be granted via a vote from the Committee members. It is noted that individual members are liable for their own actions therefore the Club cannot be considered liable for any actions or comments made in the recording.*

## **Special Notice of Motion**

### **Committee Member attendance requirements**

The motion proposes that an amendment be made to the Constitution of Raymond Terrace Soccer Club at the next AGM that will allow for the removal or reassessment of elected committee members, be those either the President, the Secretary, the Vice President, the Registrar, the General Committee member(s), the Canteen Manager, or any other position so lawfully filled and appointed if the elected member misses in excess of 3 nominated committee meetings without providing to any other committee member an apology prior to the start of the meeting. There will be no limit to meetings missed if the committee member provides an apology and that apology is accepted by the committee, taking into account section 28(f) of the Constitution.

This Notice of Motion will require a Special Resolution at the next AGM therefore Notice is deemed to have been provided on today's date, be that, 16 August 2021 which far exceeds the required 21 day notice period stipulated in the Constitution. If amended, the amended notice will be put back to the Committee with relevant changes identified prior to the required Notice period.

*Proposed wording:*

*Section 28 (2)(i)*

*Is absent without the consent of the committee from 3 meetings of the Committee. Note this subsection differs from (f) in that these meetings need not be consecutive.*

## **Special Notice of Motion**

### **Continued Service**

This special notice of motion seeks to add into the Constitution, the provision to recognize continued service to the club in an instance where the club does not engage in a playing season. This provision will allow for players, committee members, coaches or managers to continue accrued service with the Club in any instance where the club has considered to not participate in the playing season e.g. deciding not to play in the instance of a state emergency or pandemic concerns. If the player was found to be registered prior to any decision being made to not engage in the playing season, the member should be found to be a continued active member of the club.

This service would be revoked in the instance the member signs with another club before the decision had been made.

In any instance whereby a credit note has been provided in respect of payments made prior to the decision being made to not participate in the season, the member would still be considered a serving member.

This Notice of Motion will require a Special Resolution at the next AGM therefore Notice is deemed to have been provided on today's date, be that, 16 August 2021 which far exceeds the required 21 day notice period stipulated in the Constitution. If amended, the amended notice will be put back to the Committee with relevant changes identified prior to the required Notice period.

*Proposed wording:*

#### *Section 61 – Continued Service*

1. *A members service with the club will have been considered continuous in any instance where:*
  - a) *The club does not engage in the playing season; and*
  - b) *The member was registered before the time in which the decision was made to not proceed with the playing year; or*
  - c) *The member did not join another club the year the Club did not proceed or*
  - d) *The member registers with the club and the club is unable to offer a playing team for the member to play with.*
2. *Service is considered broken in any instance the member signs with another club or does not register with the Club in the following season it is to go ahead if the club has a team in which the member can play in.*
3. *In any instance whereby a credit note has been provided in respect of payments made prior to the decision being made to not participate in the season, the member would still be considered a serving member.*

## **Special Notice of Motion**

### **Fees – Committee Members and Life Members**

The purpose of this special notice of motion is to add within section 16, information pertaining to fees in respect of Committee Members and Life Members. As Committee members are required to be financial members of the club, like the General Members requirement, there too should be a \$2 annual membership fee stipulated within the Constitution outlining the financial requirements of Committee Members. This fee may be subject to change however should always reflect the amount required of any persons seeking to apply for general membership.

Upon being awarded Life Membership, the membership is seen to be consecutive and lasting for as long as the membership is valid for (Section 11 notes the permissible instances whereby membership is seen to have ceased or rendered invalid). This classification of membership although specified in section 7, is not seen within section 15. This motion seeks to identify this within section 15 to align with section 7 and reflect the classifications of membership held at the varying financial positions.

This Notice of Motion will require a Special Resolution at the next AGM therefore Notice is deemed to have been provided on today's date, be that 16 August 2021, which far exceeds the required 21 day notice period stipulated in the Constitution. If amended, the amended notice will be put back to the Committee with relevant changes identified prior to the required Notice period.

Proposed wording:

*Section 15:*

*Life members:*

*Upon being granted life membership, the relevant member will be considered to be ongoing indefinite member of the club. Their annual membership fee will be considered waived by the club.*

*Committee members:*

*Once voted in by the committee for the current season, Committee members will be a financial member of the club for the remainder of that calendar year. These members must pay an annual membership fee of no more than \$2 if they are not already considered a financial member of the club through any other membership status.*

## **Special Notice of Motion:**

The motion proposes that an amendment be made to the Constitution of Raymond Terrace Soccer Club at the next AGM that will outline the position of the club in respect of the return of fees for members who deregister or transfer clubs during the playing season, or before the end of the playing year.

*Proposed wording:*

*Section 15 (2) – In the instance any financial member advises the committee that they wish to cease their membership with the Club during the year in which the member is considered financial, the member forfeits any claim to refund the fees that were paid to the club.*

*No refund is payable to the member in any instance that registration is cancelled, transferred or not voluntarily used.*

*Members reserve the right to make written representations to the committee concerning extraordinary individual circumstances in which case the Committee may resolve to partially or fully refund the fees. These written representations must be made:*

- a) As soon as is reasonably practical; and*
- b) In writing; and*
- c) Containing justification to the extent of no more than 500 words outlining why the request should be considered exceptional.*

*The voting majority must support the request in order for this refund to be made out.*

This Notice of Motion will require a Special Resolution at the next AGM therefore Notice is deemed to have been provided on today's date, be that, 25 October 2021 which far exceeds the required 21 day notice period stipulated in the Constitution.

## **Special Notice of Motion**

### **Life Membership**

This special notice of motion seeks to amend section 10 Constitution, relating to life membership requirements. This change has been proposed to align an evident discrepancy between expectations of members held within the club regarding life membership and the vagueness of the wording as it currently reads. The change seeks to replace the entirety of section 10.

This Notice of Motion will require a Special Resolution at the next AGM therefore Notice is deemed to have been provided on today's date, be that, 9 November 2021 which aligns with the requirement to notify within 21 days. If amended, the amended notice will be put back to the Committee with relevant changes identified prior to the required Notice period.

*Proposed wording:*

#### *Section 10 – Life Membership*

*Life Membership is an honor bestowed upon an individual Club Member whose exceptional and outstanding service and contribution has provided a measurable benefit to the Club over an extended period of time.*

*1) Life Members shall be those persons previously being Life Members of Raymond Terrace Soccer Club Limited and/or Raymond Terrace Soccer Club (the former clubs).*

*2) A member is considered to be eligible for life membership upon successful satisfaction of the following criteria:*

- 2.1. The member is considered a financial member of the club; and*
- 2.2. The member has retained consecutive membership with the club for a period of at least 10 years starting from competition teams\*; and*
- 2.3. The member has not brought the club into disrepute; and*
- 2.4. The member is considered to have performed outstanding and exceptional service to the club, such service being identified in the supporting documents\* accompanying the nomination form*

*3) To successfully nominate a member for life membership:*

- 3.1 The nomination must be made in writing, using the form set in Appendix 1; and*
- 3.2. Is signed by 2 members of the club; and*
- 3.3. Have accompanying the nomination, a written service history of the nominee; and*
- 3.4. Is inclusive of supportive reasons in connection with the application; and*
- 3.5. Be lodged with the Secretary of the club; and*
- 3.6. Has been provided to the Secretary at least 28 days prior to the Annual General Meeting*

Contact: Holly Jamadar (Secretary)  
[raymondterracesc@newcastlefootball.net.au](mailto:raymondterracesc@newcastlefootball.net.au)  
0434700011

4) Upon receipt of a life membership nomination, the Secretary will notify the current Committee who must endorse the application prior to the nomination being brought to the Annual General Meeting.

4.1. Any applications for life membership will be included in the annual general meeting notice for review of all members prior to voting.

5) At the Annual General Meeting, a presentation may be given to support the application for all financial members present. Following the presentation, a ballot will be held from which the majority vote will determine the success of the nomination.

6) If upon the result of a majority vote the member is considered a life member, such member will:

6.1 Receive a club badge; and

6.2 Be recognised on the Club Honour Board;

6.3. Be given voting rights at the Annual General Meeting and Any special General Meetings; and

6.4. Be presented with a calendar of events each season

7) A life membership is not transferable.

8) A life membership may be revoked if the person brings the club into serious disrepute.

\*\*Competition teams is regarded to be from U/12's onwards.



## **Special Notice of Motion**

### **Service Awards**

This special notice of motion seeks to add into the Constitution, the provision and endorsed responsibility to honor and celebrate commitments made to the Club by way of Service Awards. Service awards will be available in the following categories:

1. 5 years service
2. 10 years service
3. 15 years service
4. 20 years service
5. 25 years service
6. Any service in excess of 25 years will be calculated and awarded upon a 5 year basis

Service Awards will be available for:

1. Committee members
2. Players
3. Coaches/Managers
4. Referees

To be eligible for service awards, the following criteria must be met:

- ⇒ The service must be consecutive

The Registrar will advise the committee of any eligible players for that calendar year by 30 June 2021. This will allow for appropriate time to organize recognition prior to presentation or the end of the season.

All members who are eligible for a service award will receive a trophy, medal, badge or equivalent highlighting this admirable achievement. These awards will be distributed at the yearly presentation.

This Notice of Motion will require a Special Resolution at the next AGM therefore Notice is deemed to have been provided on today's date, be that, 16 August 2021 which far exceeds the required 21 day notice period stipulated in the Constitution. If amended, the amended notice will be put back to the Committee with relevant changes identified prior to the required Notice period.

Proposed wording:

#### *Section 11: Long Service Awards*

*The continued service of members within the club is to be acknowledged by way of Service Awards in the following denominations: 5 years service, 10 years service, 15 years service, 20 years service, 25 years service and any service in excess of 25 years which will be calculated and awarded upon a 5 year basis.*

*The Service must be considered consecutive.*

*The Registrar will advise the committee of any eligible players for that calendar year by 30 June in order for such awards to be presented in line with presentation practices.*