



Constitution

Proposed amendments Sept 2020

Remove Financial Director from Board and Replace with Treasurer;

Reason

*For the past 6 years we have found it extremely hard to fill this position.

* For practicality it's important the treasurer be a member of the board which currently is not.

* In the last 6 years there have always been members on the board with management and financial experience. Assume this will continue.

Motion is to replace all reference of financial director with the treasurer.

Moved ; Alan Mills. 2nd; Paul Ingram Passed to go to vote at AGM by board.....

RED is recommended deletions

Blue is inclusion or collated sections from current constitution from financial Director to treasurer;

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Replace 23. Financial Director with Treasurer

8. Subscriptions

(D) Replace Financial Director with Treasurer

1. Election of Office Bearers

(A) The management of The Club shall be vested in a Management Board consisting of 10 Board persons elected for a 2-year term with half of the Board being elected each year.

(i) One Year President, **Financial Director (word to be replaced by Treasurer)**, Coaching Director, Communication Director, Junior Director.

(2020 if motion successful will be start of 2 year term for treasurer)

(ii) The Following Year Vice President, Secretary, Senior Director, Facilities Director, Umpiring Director.

2. The Management Board and Terms

(A) The Executive positions on the Management (Board) shall be President, Vice President, Vice President, Secretary, **Financial Director (word to be replaced by Treasurer)**, and any other as determined by the full Board and shall be elected at the first meeting of the elected management Board.

3.

Financial Director (word to be replaced by Treasurer),

(A) will have some formal qualification in Accounting

(B) will be responsible for ensuring of all monies of the Club and pay same into the Club's bank account

(add the following as pre requirements of treasure)

(i) Ensures that any amounts payable to the Club are collected and issuing receipt for those amounts in the Club's name.

(ii) ensures that any amounts paid to the Club are credited to the appropriate account of the Club, as directed by the Board

(iii) ensures that any payments to be made by the Club that have been authorised by the Board or at a general meeting are made on time

(iv) ensures that The Club complies with the account keeping requirements in Part 5 of the Act

(v) ensures the safe custody of the Financial Records of The Club and any other relevant records of The Club

(vi) coordinates audit of the Financial Report of the Club prior to its submission to the annual general meeting of The Club

(vii) assists the auditor (if any) in performing their functions

(viii) performs any other duties as are imposed by these Rules or The Club on the Treasurer

(C) will present a financial statement of accounts to all Board meetings and to the AGM

(D) will prepare the books for Audit to take place annually

- (E) shall prepare a budget for the ensuing year and present it to the Board prior to annual fees being set
- (F) Will appoint and liaise with Registrars ~~and Treasurer (delete treasurer)~~ regarding financial members, register of members and payment arrangements. The ~~Financial Director(word to be replaced by Treasurer)~~, is responsible for ensuring that the registrar's maintain on behalf of the Club the register of members, and recording in the register any changes in the membership, as required under section 53(1) of the Act;
- (G) Will be responsible ~~ensuring the treasurer (delete) to (add word to)~~ organises payments all accounts, wages and invoices once approved for payment by the board.
- (H) will be responsible for:
 - (i) ~~ensuring that the Club complies with the relevant requirements of Part 5 of the Act (delete duplicated)~~
 - (ii) Preparing financial statements that comply with Australian accounting standards. Pursuant to the accounting standards, the financial statements must include:
 - a) a statement of financial position (i.e. a balance sheet)
 - b) a statement of comprehensive income (i.e. income statement/profit & loss)
 - c) a statement of changes in equity and
 - d) a statement of cash flows for the period.

These statements, together with the notes to the statements and the management Board's declaration (as to solvency and compliance with Part 5) together form the financial report of a tier 2 or tier 3 association.
- (I) ~~will ensure the safe custody of the Club's financial records, financial statements and financial reports, as applicable to the Club(delete duplicated)~~
- (J) ~~will coordinate preparation of the Association's financial report before its submission to the Association's annual general meeting if the Association is a tier 2 association or tier 3 association(delete duplicated)~~
- (K) ~~will provide any assistance required by an auditor or reviewer conducting an audit or review of the Association's financial statements or financial report under Part 5 Division 5 of the Act(delete duplicated)~~
- (L) ~~will carry out any other duty given to the Financial Director(to be replaced by Treasurer), under these rules or by the Board and(delete duplicated)~~
- (M) ~~is responsible for the treasurer and(delete) register/s. (delete duplicated)~~

4. Other Office Bearers

- (A) The Treasurer: ~~Delete this entire section, (Non duplicated parts added in blue to previous section 3)~~
 - (i) takes instructions and directions from the Financial Director
 - (ii) ensures that any amounts payable to the Club are collected and issuing receipt for those amounts in the Club's name

- (iii) ensures that any amounts paid to the Club are credited to the appropriate account of the Club, as directed by the Board
- (iv) ensures that any payments to be made by the Club that have been authorised by the Board or at a general meeting are made on time
- (v) ensures that The Club complies with the account keeping requirements in Part 5 of the Act
- (vi) ensures the safe custody of the Financial Records of The Club and any other relevant records of The Club
- (vii) coordinates audit of the Financial Report of the Club prior to its submission to the annual general meeting of The Club
- (viii) assists the reviewer or auditor (if any) in performing their functions
- (ix) performs any other duties as are imposed by these Rules or The Club on the Treasurer

(B) Registers (Junior and senior) will be responsible for:

- (i) taking instructions and directions from the **Financial Director(word to be replaced by Treasurer)**
- (ii) maintaining membership register of all players and teams with required details
- (iii) Liaising with Board , **Financial Director(word to be replaced by Treasurer), Secretary and Assistant and Treasurer's(delete)** regarding membership fees and clearances.