

## CONSTITUTION

(AS ADOPTED ON 15/9/79.)

### 1. DEFINITIONS

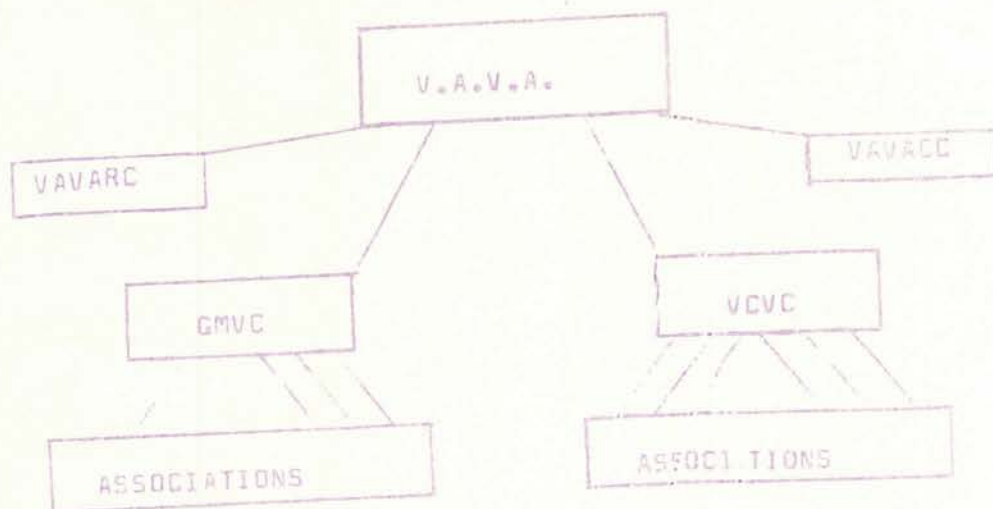
- 1.1 The organisation hereafter referred to as the V.A.V.A. shall be known as the VICTORIAN AMATEUR VOLLEYBALL ASSOCIATION.
- 1.2 Reference to G.M.V.C. and V.C.V.C. and A.V.F. shall be interpreted as the GREATER MELBOURNE VOLLEYBALL COUNCIL and VICTORIAN COUNTRY VOLLEYBALL COUNCIL and AUSTRALIAN VOLLEYBALL FEDERATION Inc. respectively.
- 1.3 Reference to V.A.V.A.R.C. and V.A.V.A.C.C. shall be interpreted as the V.A.V.A. REFEREE COMMISSION and V.A.V.A. COACHES COMMISSION respectively.
- 1.4 Reference to "STATE" shall be interpreted as the State of Victoria.
- 1.5 Reference to "game" shall be interpreted as the game of Volleyball.
- 1.6 Reference to "Association" shall be interpreted as a body which is responsible for the administration of regular competitions within its area, and is the representative of its members.
- 1.7 Reference to "member" and/or "player" shall be interpreted as one of those persons who collectively form the basis of an Association.
- 1.8 Reference to "affiliated" shall be interpreted as one of those individual persons or Associations which operate under the auspices of the V.A.V.A.
- 1.9 Reference to "registered player" shall be interpreted as a person who has paid the prescribed fee and fulfilled the conditions of membership of his Association.
- 1.10 Reference to "registered Association" shall be interpreted as that Association which has paid its annual player's registration fee to the V.A.V.A.

### 2. OBJECTIVES

- 2.1 To ENCOURAGE, PROMOTE and GOVERN the game of Volleyball in Victoria.
- 2.2 To MAINTAIN CONTACT with Volleyball Associations in other states of Australia, and to promote INTERSTATE GAMES.
- 2.3 To be affiliated with the AUSTRALIAN VOLLEYBALL FEDERATION INC.

3. STRUCTURE OF THE V.A.V.A.

3.1 The V.A.V.A. shall be the highest governing body of Volleyball in the State and shall be responsible for the administration and conduct of all State teams, and all State competitions, and may delegate these responsibilities to one or more of its affiliated bodies from time to time.



3.2 The GREATER MELBOURNE VOLLEYBALL COUNCIL shall be the governing body of Associations in the Melbourne Metropolitan area, as defined from time to time by the Executive Council.

3.3 The VICTORIAN COUNTRY VOLLEYBALL COUNCIL shall be the governing body of Associations in the Victorian Country area, as defined from time to time by the Executive Council.

3.4 The V.A.V.A. REFEREE COMMISSION shall be the governing body of qualified referees within the State, and shall co-ordinate, improve the standard of, and grade all such referees.

3.5 The V.A.V.A. COACHES COMMISSION shall be the governing body of all recognized coaches in the State, and shall co-ordinate and improve the effectiveness of all such coaches.

3.6 All players in the Associations must be amateurs, as defined from time to time by the A.V.F. Inc.

3.7 The Headquarters of the V.A.V.A. shall be at such place as the Executive Council may define from time to time.

4.1 The Executive Council and shall consist of fourteen persons as follows:-

President  
Immediate Past President  
Vice President  
Secretary  
Treasurer  
Publicity Officer  
2 Members  
2 G.M.V.C. Delegates  
2 V.C.V.C. Delegates  
1 V.A.V.A.R.C. Delegate  
1 V.A.V.A.C.C. Delegate

- 4.2 The President, Vice President, Secretary, Treasurer, Publicity Officer and the two Members, shall be elected at the Annual General meeting of the V.A.V.A., for a term expiring at the following Annual General Meeting. Should any of the above positions become vacant before the expiry of the term, for whatever reason, the Executive Council may fill the position for the remainder of the term.
- 4.3 The Delegates of the G.M.V.C., V.C.V.C., V.A.V.A.R.C., and V.A.V.A.C.C. shall be appointed by their respective bodies, as and when they see fit.
- 4.4 All members of the Executive Council shall automatically become honorary members of the V.A.V.A., for the duration of their term of office. Any person appointed to fill the vacancy of an elected position, shall become an honorary member for the remainder of the term of that office. Honorary membership as a result of election or appointment to a position shall cease at the time of vacating the office.
- 4.5 Honorary membership as a result of election or appointment to an office, shall not entitle the holder to participate in any competition for which fees of any kind are payable, until such fees are paid in the prescribed manner.

the power to conclude a debate and sum up the relevant points.

- 5.1.2 Shall have absolute authority on all questions of order and rules of debate.
- 5.1.3 Shall have a deliberate vote on any matter and also a casting vote if votes are equal when a simple majority is required.
- 5.1.4 Shall become an ex-officio member of any sub-committee formed within the V.A.V.A.
- 5.1.5 May be co-signee of cheques drawn on the V.A.V.A. account.

#### 5.2 Vice President

- 5.2.1 Shall assist the President.
- 5.2.2 Should the President be absent, shall assume his full powers and deputise for him.
- 5.2.3 Should the President and Vice President be absent from a meeting, a Chairman shall be elected from the floor of the meeting. Any Chairman so elected shall have no casting vote.

#### 5.3 Secretary

- 5.3.1 Shall conduct the general business of the V.A.V.A.
- 5.3.2 Shall call meetings as directed by the President in accordance with the Constitution and By-Laws.
- 5.3.3 Shall be responsible for notifying the G.M.V.C., V.C.V.C., V.A.V.A.R.C., and V.A.V.A.C.C. in writing of any relevant decisions made by the Executive Council and any other important items of information.
- 5.3.4 Shall be responsible for maintaining accurate records of the affairs of the V.A.V.A.
- 5.3.5 May be co-signee of cheques drawn on the V.A.V.A. account.

#### 5.4 Treasurer

- 5.4.1 Shall receive or pay all monies due to or payable by the V.A.V.A.
- 5.4.2 Shall deposit all monies received into the V.A.V.A. bank account or Building Society account as authorized by the Executive Council.
- 5.4.3 Shall pay all accounts by cheque after approval of the Executive, except for accounts of an urgent nature which must be ratified at the next Executive Council meeting.
- 5.4.4 Shall keep an account of all monies received and paid by the V.A.V.A.
- 5.4.5 Shall present a financial statement of receipts and expenses to each meeting of the Executive Council.
- 5.4.6 The Treasurer may be authorized by the Executive Council to make investments from time to time.
- 5.4.7 Shall assist the appointed auditors with the preparation of a detailed Financial Statement for presentation at the Annual General Meeting of the V.A.V.A.
- 5.4.8 May be co-signee of cheques drawn on the V.A.V.A. account.

- 6.1 All powers of the V.A.V.A. shall be vested in the Executive Council.
- 6.2 The President, Secretary and Treasurer acting together may deal with matters of urgency between Executive Council meetings, and any action taken shall be ratified at the immediately following Executive Council meeting.
- 6.3 Special powers may be delegated to sub-committees formed for specific but temporary duties, however the Executive Council shall have the authority to over-rule any act or decision made by a sub-committee.
- 6.4 Player registration fees shall be determined by the Executive Council.
- 6.5 The Executive Council shall have the power to accept or reject the application of affiliation by any association or individual.
- 6.6 The Executive Council may hear and adjudicate upon affiliated associations and/or individual members, engaged in conduct contrary to the Constitution.
- 6.7 The Executive Council may hear and adjudicate upon appeals of any description, put forward by affiliated associations, or individual members.
- 6.8 The Executive Council shall have the final decision as to the interpretation of the Rules of the game as laid down by the Australian Volleyball Federation Inc., after considering the recommendations of the V.A.V.A.R.C.
- 6.9 Each member of the Executive Council shall have one vote.
- 6.10 Cheques drawn on any V.A.V.A. account shall be signed by two of the three co-signees.
- 6.11 To do other such things, which in the opinion of the Executive Council, is in the overall interest of the game.
- 6.12 The Executive Council shall have the final decision as to the interpretation of this constitution, and any matters not specifically covered herein.

## 7. AUDITOR

- 7.1 The books of the V.A.V.A. shall be subject to audit by a qualified auditor and be ready for presentation at the Annual General Meeting.

with the President.

- 8.1.2 Interested parties may be invited to attend any meeting, however, the invitees shall not form any part of a quorum, nor have voting rights, but may be asked to provide an opinion or express a point of view.

#### 8.2 ANNUAL GENERAL MEETINGS

The Annual General Meeting of the V.A.V.A. shall be held at least once each calendar year, not more than 15 months apart, at such time and place as the Executive Council may determine and for the following specific purposes:-

- 8.2.1 To receive annual reports, the balance sheet and statement of accounts from the preceding year.
- 8.2.2 To elect the Executive Council and appoint the auditor for the ensuing year.
- 8.2.3 To transact any other business of which notice in writing shall have been forwarded to the Secretary at least 21 days prior to the meeting.
- 8.2.4 Notice of the meeting shall be forwarded to all affiliated Associations at least 28 days prior to the date of the Meeting.
- 8.2.5 An agenda, nomination forms and details of known nominees, notices of motions, etc., shall be forwarded to all affiliated Associations at least 14 days prior to the date of the Meeting.
- 8.2.6 The G.M.V.C. and V.C.V.C. may each be represented by up to 15 delegates appointed by their respective bodies. Each delegate shall have one vote only and absentee votes shall not be permitted. The Chairman shall have a casting vote only. Executive Council members shall have no vote, except as appointed delegates.
- 8.2.7 Delegates attending the meeting shall be required to sign the official roll, and may be required to furnish proof of their eligibility to vote.
- 8.2.8 A quorum for the Meeting shall consist of at least 6 members of the Executive Council plus, at least 18 of the 30 delegates from the G.M.V.C. plus V.C.V.C. If a quorum is not reached by the official starting time, the meeting will commence 30 minutes later regardless of the final number of delegates present.

#### 8.3 EXECUTIVE COUNCIL MEETINGS

- 8.3.1 Shall be held at regular intervals as deemed necessary for the management of the V.A.V.A., but at least once every two months.
- 8.3.2 A quorum for the Meeting shall consist of 5 persons from the Executive Council.

#### 8.4 SPECIAL GENERAL MEETINGS

- 8.4.1 Shall be called by the Executive Council as deemed necessary or on written request from at least 30% of the affiliated Associations of the V.A.V.A.
- 8.4.2 The Secretary shall give 28 days notice of the Meeting to all affiliated Associations.
- 8.4.3 Paragraphs 8.2.6 to 8.2.8 shall apply for Special General Meetings.

9.1 Notice of proposed amendment to the Constitution may be made by any affiliated Association or individual member at any time during the year. Such notice(s) must be made in writing to the Secretary at least 21 days prior to the Annual Meeting or General Meeting called for that purpose.

9.2 A motion of amendment to the Constitution must be carried by at least a 66% majority of eligible members present at such meeting.

10. BY-LAWS

- 10.1 By-laws may be created or amended by the Executive Council at any time.
- 10.2 Notification of By-Law amendments shall be made in writing to the G.M.V.C., V.C.V.C., V.A.V.A.R.C. and V.A.V.A.C.C. as soon as possible following such amendment.

11. STATE COACHES, MANAGERS AND REFEREES

- 11.1 Appointment of State Team Coaches and Managers, and terms of appointment, shall be by the Executive Council, after considering the recommendations of the V.A.V.A.C.C.
- 11.2 Appointment as a State Referee shall be made by the Executive Council after considering the recommendations of the V.A.V.A.R.C. Gradings at lower levels shall be at the discretion of the V.A.V.A.R.C.

12. LIFE MEMBERSHIP

- 12.1 Life membership of the V.A.V.A. may be conferred on any person who has rendered distinguished service as player or administrator of the game of volleyball, provided the person has been a member of the V.A.V.A. for a minimum of 10 years.
- 12.2 A resolution conferring Life Membership must be carried by a two-thirds majority at any General meeting.

13. PATRONS

- 13.1 The Executive Council may invite prominent citizens of Victoria to become PATRONS of the V.A.V.A.

14. DISSOLUTION

- 14.1 In the case of Dissolution of the V.A.V.A. the monetary assets of the Association shall be forwarded to the Australian Volleyball Federation Inc., who will be charged with the responsibility of holding such assets in trust for a period not exceeding 15 years. These assets to be returned if the V.A.V.A. or similar body be reformed within this period.
- 14.2 If after a lapse of 15 years no reformation takes place, the assets shall revert to the Australian Volleyball Federation Inc., who shall use such assets as they see fit.