



CLUB CONSTITUTION



Adopted at the
AGM 3 NOVEMBER 2008

PART 1 PRELIMINARY

RULE 1 INTERPRETATIONS

1.1 DEFINITIONS

In these rules, except in so far as the context or subject matter otherwise indicates or requires:

“The Act”

Means the Association Incorporation, 1984;

“The Regulations”

means the Associations Incorporation Regulation, 1985;

“Association”

means the Central Coast Football Association Limited

“Club”

means Kanwal Warnervale Rovers Football Club Inc:
trading as Kanwal Warnervale Rovers Football Club Inc:

“Honorary Member”

means a person who is granted membership of the Club in accordance with Rule 2.7;

“Life Member”

means a person who is granted membership of the Club in accordance with Rule 2.6;

“Junior Competition”

means any Football competition, or any registered player within the age groups from Grade ten (10) up to Grade seventeen (17) both age groups included; Grade 18 is still regarded as Junior Competition as players that have not turned 18 years of age play in this Competition

“Junior Non Competition”

means any Football competition, or any registered player up to and including nine (9) years of age;

“Member”

means a person who applies for and is granted membership of the club in accordance with Rule 2.2 and, where the context so permits, includes a Life Member.

“Senior Player”

means any competition or registered player, not a junior player;

“Junior Registered Playing Member”

(or Junior Player) means a person who has not attained the age of eighteen (18) and who is registered with the CCF Limited to play football for the Club;

“Junior Non-Playing Member”

means a person who has not attained the age of eighteen (18) and who is not registered with the CCF Limited to play football for the Club and who may hold an official position in the Club of Coach or Manager;

“Registered Player”

means a senior or junior player who is registered with CCF Limited and is eligible to play football;

“Squad Team or Player”

means the Mens First and Reserve Grade Teams

“President”

means the person holding office under these rules as President of the Club;

“Secretary”

means the person holding office under these rules as Secretary of the Club;

“Executive”

means those persons holding office under the rules as the Executive Committee Members of the Club and in the governing body of the Club;

“Committee”

means those persons other than the Executive, holding office under the rules of the Club;

“General Meeting”

means such regular general meeting of the Club that is not a Special General Meeting or Annual General Meeting.

“CCF or CCF Ltd”

means Central Coast Football Ltd.

“FootballNSW”

means the controlling body of Football in NSW

1.2 REFERENCE

In these rules,

- (a) a reference to a function includes a reference to a power, authority or duty;
- (b) a reference to the exercise of a function includes where the function is a duty, a reference to the performance of a duty;
- (c) words importing the singular include the plural and vice versa and words importing the masculine include the feminine and vice versa;
- (d) where the following abbreviations appear through these Rules they shall have the meanings set out hereunder;
- (e) The Committee has the power to do determine the interpretation of this Constitution in the event of a conflict of meaning. The Committee decision on this interpretation shall be binding at the time.

1.3 INTERPRETATION ACT

The provisions of the Interpretation Act, 1987, apply to these rules in the instances where definition and interpretations are not covered in these rules.

1.4 FOOTBALL YEAR

For the purpose of these rules the Registration Year shall be the period determined by FootballNSW which includes both Summer and Winter Competition.

1.5 FINANCIAL YEAR

The financial year of the Club shall be from 1st October in one year to 30th September in the ensuing year.

1.6 LAWS OF THE GAME

The Club adopts the laws of the game, as contained in the Referees Charter and Players' Guide to the Laws of the Association Football current addition, as published by the Football Association England, and as modified by the Playing Rules accompanying these Rules, and any By-Laws as adopted by CCF Limited.

1.7 CLUB NAME

The name of the Club shall be Kanwal Warnervale Rovers Football Club Inc.; to trade & be known as Kanwal Warnervale Rovers Football Club Inc in accordance with FIFA ruling.

1.8 CLUB COLOURS & LOGO

(a) The colours of the Club, until determined otherwise by the members of the Club and/or by resolution at an Annual General Meeting or Special General Meeting, shall be as follows:-

Home Strip: Green Jersey with gold & black trimming, black short, black socks with gold strip on top band & KANWAL printed down the side.

Away Strip: Yellow Jersey, black short, black socks with gold strip on top band & KANWAL printed down the side.

Squad Strip: Green Jersey with gold & black, black short with green & gold, black socks with gold strip on top band & KANWAL printed down the side

(b) Kanwal Warnervale Rovers Football Club 'BULL' logo cannot be used on any clothing other than that purchased from the Club. Special circumstances may be submitted to the Committee for special consideration.

(c) The Club Logo is that which is shown on the front cover of the Constitution

1.9 JURISDICTION

The Club shall be affiliated with the CCF Limited

- (i) The jurisdiction of the Club shall cover all Club Officials, Teams, Players, Coaches, Managers and Members and spectators.

PART 2 MEMBERSHIP

RULE 2 MEMBERSHIP

2.1 NUMBER OF MEMBERS

The club shall have at least five (5) members.

2.2 CATEGORIES OF MEMBERSHIP

(i) The Club shall recognise Four (4) categories of membership being:-

- (a) Ordinary members
- (b) Junior members
- (c) Life members
- (d) Honorary Members

(ii) Further or different categories of membership may be established from time to time by a Resolution of members at a Special General Meeting.

2.3 PLAYERS, COACHES, MANAGERS

All players, Coaches and Managers registered with the Club, or members of any committee of the Club shall be either Ordinary Members or Life Members if or when they have attained the age of eighteen (18) years.

2.4 ORDINARY MEMBERS

Is a person;

- (a) as referred to in Section 15 (1) (a), (b) or (c) of the Interpretation Act 1987 and who has not ceased to be a member of the Club
- (b) who has attained the age of eighteen (18) years and; has been nominated and approved by the Committee for Membership of the Club after having paid a membership fee, which is to be included in players registration fees annually. or parent of a player of any amount to be decided by the Committee.
- (c) who is a registered 18 year old and older player with the Club;
- (d) is an Ordinary Member of the Club and will henceforth be referred to as "Member";
- (e) who is any parent/guardian of a registered financial player of the Club up to and including (17) years old.
- (f) Life Members and Honorary Members are not required to pay an annual membership fee.

2.5 JUNIOR MEMBER

As defined in Rule 1 may consist of a Junior Playing Member or Junior Non Playing Member.

2.6 LIFE MEMBER

Is a person;

- (I) who is nominated in writing by a member of the Club for election as Life Member and;
- (II) whose nomination is received by the Secretary no later than fourteen (14) days prior to the Annual General Meeting at which the nomination is considered and;
- (III) whose nomination is approved by a resolution of the Members by a 75% majority of eligible members attending the Annual General Meeting held each year.
- (IV) The nominee must have given outstanding and devoted service to Kanwal Warnervale Rovers Football Club Inc. mostly in an Official Position within the Club eg Committee, Coach, Manager;
- (V) A person with 25 years service will be eligible for consideration of a Life Membership;
- (VI) All life members will be entitled to a special badge with Club logo and 'Life Member' indicated.
- (VII) All Life Members of the previously named Kanwal Rovers Soccer Club or the Kanwal Warnervale Rovers Soccer Club are automatically recognized as Life Members of the Kanwal Warnervale Rovers Football Club Inc.
- (VIII) A Life Member is considered to be a full Financial member of the Club and is entitled to full voting rights and eligibility at all meetings and is also eligible to be elected on to the Committee of the Club.

2.7 HONORARY MEMBER

Is a person;

- (I) who is nominated in writing by a member of the Club for election as Honorary Member and;
- (II) whose nomination is received by the Secretary no later than fourteen (14) days prior to the Annual General Meeting at which the nomination is considered and;
- (III) whose nomination is approved by a resolution of the Members by a 75% majority of eligible members attending the Annual General Meeting held each year.
- (IV) The nominee must have given outstanding and service to Kanwal Warnervale Rovers Football Club Inc. but may not have served in an Official Position;

2.8 OFFICIALS, COACHES AND MANAGERS

Is a person;

- (a) who is a Coach, Manager or Official and;
- (b) whose name is registered with the Registrar of the CCF Limited as the holder of a recognised position in the Club;
- (c) whose name is entered onto the team sheets as a Ground Official or Team Official

2.9 PARENTS OF JUNIOR MEMBERS

Is a person

- (a) who is a Parent or Legal Guardian of a Junior Member and is eligible to become a Member under Rule 2.4 (e).
- (b) who is nominated at the time of registration as the Junior Members representative.

RULE 3 VOTING BY MEMBERS

3.1 ELIGIBILITY TO VOTE

Members must be financial with the Club to be eligible to vote at the Annual General Meeting or to be eligible to stand for a nominated position on the Executive or the Committee.

Life Members are excluded from this Clause (refer Clause 2.6 (viii) and have full voting rights at all times)

3.2 MEMBERS VOTING RIGHTS

With the exception of any reference to Junior Member, each and every Member as described in Rule 2.2 is entitled to one (1) deliberate vote at any Club meeting, in accordance to Rule 3.1. The nominated Parent or Guardian of a Junior Member in accordance with Clause 2.9 a) & b) is also entitled to one (1) deliberate vote at any Club meeting, in accordance to Rule 3.1. A parent/guardian is only allowed to have one(1) vote even though they may have more than one Junior Players. One person in attendance equals one vote

3.3 JUNIOR MEMBERS VOTING RIGHTS

Unless otherwise agreed to no Junior Member shall be entitled to vote at any Club meeting. Refer to Clause 2.9 a) & b)

RULE 4 NOMINATION FOR MEMBERSHIP

4.1 APPLICATION FORM

A nomination of a person for membership of the Club shall be;

- (a) made by a member of the Club in writing in the form set out in Appendix B to these Rules; and
- (b) lodged with the Secretary.

4.2 APPROVAL OF MEMBERSHIP

As soon as is practical after receiving a nomination for membership, the Secretary shall refer the nomination to the Committee which shall determine whether to approve or to reject the nomination.

4.3 NOMINATION FEE

Where the Committee determines to approve a nomination of membership, the Secretary shall, as soon as practicable after the determination, notify the nominee of that approval upon which the Membership Fee must be paid.

4.4 REGISTER OF MEMBERS

The Secretary shall, enter the nominee's name in the register of members and, upon the name being entered, the nominee becomes a member of the Club.

4.5 NOMINATION BY A JUNIOR MEMBER

No junior member shall;

- (a) be entitled to nominate any person for membership or;
- (b) stand for or be elected for any position on the Executive or;
- (c) nominate any other person to stand for the Executive.

RULE 5 CESSATION OF MEMBERSHIP

A person ceases to be a member of the Club if the person;

- (a) dies or;
- (b) resigns that membership or;
- (c) is expelled from the Club or;
- (d) fails to renew membership

If any member by his conduct or by his association deemed to be in a conflict of interest to that of the Club shall be in the opinion of the Executive Committee undesirable as a Member or if the Management shall consider that any member should be excluded permanently or temporarily from the Club or from the use of its property or from any part of its activities, that the Committee shall have the power to suspend the membership for such member permanently or temporarily provided that the member shall have the right to appeal to the Executive.

RULE 6 MEMBERSHIP TRANSFERABLE ENTITLEMENTS

Any right, privilege or obligation which a Junior person has by reason of being a Member of the Club;

- (a) is capable of being transferred or transmitted to one parent or guardian for a recognised Junior Registered Playing Member providing the Secretary is notified of the change in writing 14 days prior to a meeting.
- (b) terminates upon cessation of the person's membership.

RULE 7 RESIGNATION OF MEMBERSHIP

7.1 GENERAL CONDITIONS

A member of the Club is not entitled to resign that membership except in accordance with Rule 7.2;

7.2 NOTICE OF RESIGNATION

A Member who has paid all amounts in accordance with Rule 4.3 may resign his membership after written notification of such course of action is made to the Secretary.

7.3 RECORDING OF RESIGNATION

When a Member has given written notification of resignation, the Secretary will record such Information as is necessary, with reason for resignation.

RULE 8 REGISTER OF MEMBERS

8.1 The Secretary, or other appointed official of the Club shall establish and maintain a Register of Members of the Club Specifying at least;

- (a) the full name of the Member;
- (b) the residential address and phone number of the Member;
- (c) the date on which the person became a member;
- (d) the date of termination of membership and reason;
- (e) such other information as the Executive may determine from time to time.

8.2 REGISTER OF MEMBERS

The Register of Members shall be kept and maintained in such form as the Executive may determine from time to time and may be retrievable by mechanical or electronic process.

8.3 LOCATION OF REGISTER

The Register of Members shall be kept at the principal place of administration of the Club or at any other place deemed suitable by the Executive.

8.4 INSPECTION OF REGISTER

The Register of Members shall be opened for inspection, free of charge, by any member at any reasonable hour, as agreed by both parties.

RULE 9

LEVIES, FEES AND SUBSCRIPTIONS

Members shall be liable annually for the payment of levies, fees or subscriptions as determined by the Committee and recorded in the minutes by the Secretary.

Ordinary Membership fee is currently \$2.00 payable PRIOR to 1st April each year

Committee shall have the power to waive part of or whole of any levies; Or impose fees and levies

RULE 10

MEMBERS' LIABILITIES

The liability of a member of the association to contribute towards the payment of the debts and liabilities of the association or the costs, charges and expenses of the winding up of the association is limited to the amount, if any, unpaid by the member in respect of membership of the association as required by Rule 9.

RULE 11 DISCIPLINE OF MEMBER(S)

Where the Committee is of the opinion that a Member and/or Team;

- (a) has persistently refused or neglected to comply with provision or provisions of these Rules; or
- (b) has persistently and willfully acted in a manner prejudicial to the interests of the Club;

The Committee may, by resolution;

- (I) expel the Member from the Club; or
- (II) suspend the Member from the Club for a specified period.
- (III) Ask the member to resign.
- (IV) Suspend or expel a team

- (c) notices shall be in writing by either email, post or fax

RULE 12 FINES

- (a) Any Member, Coach, Official or Player who incurs a fine or penalty from FOOTBALLNSW or CCF Limited, or who causes the Club to be in disrepute to FOOTBALLNSW or CCF Limited, shall be personally liable for the fine or penalty if the Committee so determine.
- (b) A fine or penalty may be imposed on any Member, Coach, Official or Player who causes the Club to be in breach of its rules and regulations. The Executive shall decide the amount of such a fine or penalty.
- (c) The maximum value of the fine shall be equivalent to any fine or penalty imposed by CCF Limited for a similar offence.
- (d) notices may be in writing by email, post or fax
- (e) Failure to pay the fine or penalty will render the member/s as unfinancial

RULE 13

RIGHTS OF APPEAL BY A DISCIPLINED MEMBER

13.1 MEMBERS RIGHTS

A Member may appeal against a resolution of the Committee, within seven (7) days after notice of the resolution is served on the member in writing by post, email or fax, by lodging with the Secretary in writing a notice to that effect by post, email or fax.

13.2 NOTICE OF APPEAL HEARING

Upon receipt of a notice from a Member Under Rule 13.1, the Secretary shall within seven (7) days convene an Appeals Committee Meeting to hear the appeal.

13.3 APPEAL HEARING

At an appeal hearing convened under Rule 13.2;

- (a) no business other than the question of the appeal shall be transacted;
- (b) the Committee and the Member shall be given the opportunity to state their respective cases verbally, or in writing, or both and;
- (c) the Appeals Panel shall vote on the question of whether the resolution should be confirmed, resolved, or varied and nominated by the Executive;
- (d) a decision will be arrived at by majority vote of Appeals Committee.

13.4 APPEALS COMMITTEE

An Appeals Committee shall be no fewer than 3 persons one of whom shall Chair the meeting and have the deciding vote if required. It is preferable that the Appeals Committee shall comprise of other Club Members.

PART 3 FUNDS

RULE 14 INSURANCE

The Club shall effect and maintain all insurances as determined by;

- The Association and Incorporation Act 1984 and;
- FOOTBALLNSW and;
- CCF Limited;
- Club

RULE 15 SOURCE

- (a) The funds of the Club shall be derived from members fees, proceeds of activities carried out in pursuit the aims and objectives of the Club, donations, magazine and ground advertising, sponsorship and, subject to resolution passed by the Members and the Club at a General Meeting, such other sources as the Club determines and;
- (b) All money received by the Club shall be deposited as soon as practicable and to the credit of the Club's bank account, building society account and/or Cash Account;
- (c) The Club shall, as soon as practicable after receiving any money, issue an appropriate receipt.

RULE 16 MANAGEMENT

- (a) Subject to a resolution passed by the Members at General Meeting, the funds shall be used in pursuance of the objectives of the Club in such a manner as the Club determines.
- (b) All cheques and other negotiable instruments shall be signed by any two (2) members of the Executive subject to compliance with any instruction issued by the Executive or the Club.
- (c) In the event that any account is opened for a special purpose the signatories to that account shall be not less than two (2) designated by the Executive for that purpose.

RULE 17 AUDIT

- (a) Auditors of the Club shall be elected at the Annual General Meeting.
- (b) The Auditors shall examine all accounts, vouchers, receipts, books and other documents and furnish a report thereon to the Members at the Annual General Meeting.
- (c) Audits shall be conducted at regular intervals of not more than twelve (12) months
- (d) An Auditor shall not be a member or closely related to a member of the Executive.

RULE 18 INCOME AND PROPERTY

- (a) The income and property of the Club shall be applied solely towards the promotion of the aims and objectives of the Club and no portion shall be paid or transferred, directly or indirectly by way of dividend, bonus or otherwise to Members of the Club.

- (b) **Limit to Expenditure**

The income and property of the Club wheresoever derived shall be applied solely towards the promotion of the objects of the Club as set forth in this Constitution and no portion thereof shall be paid or transferred directly or indirectly by way of profit to the persons who at any time are or have been members of the Club or to any of them or to any person claiming through any of them.

Providing that nothing herein contained shall prevent the payment in good faith of remuneration to any officers or servants of the Club or to any member thereof or other person in return for any interest at a rate not exceeding 12% per annum on money lent or reasonable and proper rent for premises demised or let by any member of the Club.

Notwithstanding anything contained in these rules the Executive Committee shall not insure any expenditure or create any liability on the part of the Club which added to any other liability then existing will exceed the funds of the Club for the time being actually available to meet such expenditure and or liability. No person or persons shall bind the Club in any contract or liability or expend any funds of the Club without the direct written authority of the Executive Committee. (By way of club minutes or by way of order form signed by two (2) Executive Members.

PART 4 - EXECUTIVE

RULE 19 MEMBERSHIP OF THE EXECUTIVE

19.1 EXECUTIVE MEMBERSHIP

The Executive shall be comprised of four members as follows:-

- President
- Vice President
- Secretary
- Treasurer

Accepted 3 November 2008

19.2 DURATION OF MEMBERSHIP

Each member of the Executive or any other Official shall subject to these Rules, hold office until the Annual General Meeting following the date of the Members election, but is eligible for re-election at the AGM as a current serving Committee Member.

RULE 20 POWERS OF THE EXECUTIVE

The Executive shall be called the Executive Committee of the Club and, subject to the Act, the Regulations and these Rules and to any Resolution passed at an Special General Meeting shall;

- (a) control and manage the affairs of the Club and;
- (b) exercise all such functions as may be determined by the Club other than those functions that are required these Rules to be exercised at a General meeting of Members of the Club and;
- (c) have the power to perform all such acts and do all such things as appear to the Executive to be necessary desirable for the proper management of the affairs the Club and;
- (d) form such Sub-Committees as may be desirable or appropriate and to delegate the Sub-Committees such powers as the Executive itself deems necessary provided that a decision of any sub-committee so formed shall be subject to review or approval by the Executive at any time without notice by resolution;
- (e) from time to time, subject to these rules, make, alter or repeal all such By-Laws, Rules or Regulations as may deem necessary or expedient for proper conduct and management of the affairs of the Club

RULE 21 DECISIONS BY THE EXECUTIVE

21.1 Any major decision shall be made by the Committee and if need be shall be ratified by members at the next General Meeting

RULE 22 VOTING BY THE EXECUTIVE

A minimum of three (3) members of the Executive must be present to conduct business and;

- (a) voting shall be conducted by a show of hands only, and the President shall exercise his right to a casting vote only and so eliminate a split decision and;
- (b) each Member shall have one (1) vote, with the Chairperson having casting vote.

RULE 23 ELECTION OF THE EXECUTIVE AND CLUB OFFICIAL

23.1 WRITTEN NOMINATIONS

Nominations of candidates for election as members of the Executive as identified in Rule 19.1 or the Officials of the Club as identified in Rule 25 shall be in writing, endorsed by two (2) Members of the Club on the nomination form signed by the Candidate and:

- (a) Shall be delivered to the Secretary 14 days prior to the commencement of the Annual General Meeting at which the election is to take place, either in person or by electronic means (email is accepted as a signed document);
- (b) Where a position on the Executive or the Committee is nominated for in writing, no nominations for that position will be accepted from the floor;
- (c) Where more than one person has nominated for the same position a ballot will be conducted as per Rule 23.3b

23.2 VERBAL NOMINATIONS

At the time nominations are called for during the course of the Annual General Meeting, a nomination will be accepted provided the nomination is moved by two (2) Members and;

- (a) The nominated candidate is in attendance at the meeting and indicates his consent to nomination, or;
- (b) The nominated candidate is absent from the meeting and has advised in writing of his consent to the nomination.

23.3 ELECTION

At the Annual General Meeting, a Returning Officer shall be appointed from the floor of the meeting to take the chair and conduct the election of the Executive and;

- (a) If the number of nominations received for a position in the Executive is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected or;
- (b) If the number of nominations received for a position the Executive exceeds the number of vacancies to be filled, a secret ballot shall be held.
- (c) Members may only hold one position on the Committee per year, except where at the completion of the Annual General Meeting where any vacant position remaining shall be filled in accordance to Rule 27.2

RULE 24 VACANT POSITIONS

Any vacant position remaining on the Executive at the conclusion of the Annual General Meeting shall be deemed to be Casual Vacancy and shall be filled in accordance with Rule 23 and may be appointed by the Committee majority.

RULE 25

OFFICIALS OF THE CLUB

The officials of the Club (Committee) excluding the Executive shall include;

- Head Registrar
- Junior Registrar
- Senior Registrar
- Womens Registrar
- Senior Football Manager
- Junior Football Manager
- Womens Football Manager
- Coaching Co-Ordinator
- Fixtures Officer
- Gears Officer
- Canteen Supervisor
- Marketing/Publicity Officer
- Social Secretary
- Member Protection Officer
- Public Officer

RULE 26 ELECTION OF OFFICIALS

The Officials of the Club shall be elected in accordance with the provisions of Rule 23.

RULE 27 CASUAL VACANCY

27.1 DEFINITION

For the purpose of these Rules, a Casual Vacancy in the position of an Office Bearer of the Club occurs if the person;

- (a) Dies or;
- (b) Is rendered incapable of performing the functions of office or;
- (c) Ceases to be a Member of the Club or;
- (d) Resigns office by giving notice in writing to the Secretary, or, in the case of the Secretary giving notice in writing to the President or;
- (e) Is removed from office under Rule 27 or;
- (f) Holds an office of profit in the Club;
- (g) Becomes of unsound mind or a person whose person of estate is liable to be dealt with in any way under the law relating to mental health.
- (h) a person resigning a position will be unable to hold any other position for the remainder of the year.

27.2 FILLING A CASUAL VACANCY

- (a) In the event of a Casual Vacancy occurring, in either the Executive or any other official position of the Club the Executive may appoint a Member of the Club to fill the vacancy without reference to a resolution of General Meeting.
- (b) The member so appointed shall hold office subject to these Rules, until the following Annual General Meeting.

RULE 28 REMOVAL OF A PERSON FROM OFFICE

The members of the Club may by resolution at a Special General Meeting;

- (a) Remove any Office Bearer from office before the expiration of the term of office and;
- (b) Appoint another person to hold office until the expiration of the term of office of the person so removed.

PART 5 DUTIES AND FUNCTIONS OF EXECUTIVE COMMITTEE MEMBER

RULE 29 PRESIDENT

The President shall;

- (a) be the Chief Executive Officer of the Club and shall have the power to convene meetings of the Executive;
- (b) be the Chairperson of all meetings of the Executive or of the members of the club if present and willing to act;
- (c) conduct all meetings in accordance with the Act, the Regulations these Rules and any By-Laws of the Club made for this purpose, or, if not covered thereby, in accordance with generally accepted procedural rules for the conduct of meetings.
- (d) Be Club nominee on CCF Judiciary and/or Appeals Board
- (e) Attend all Meetings;
- (f) Officiate at both home grounds & CCF appointed grounds where necessary

RULE 30 VICE PRESIDENT

The Vice President shall act as President in the absence of the President or if the President is unable or unwilling to act.

- (a) Attend all Meetings;
- (b) Be Club nominee on CCF Judiciary and/or Appeals Board
- (c) Officiate at both home grounds & CCF appointed grounds where necessary

RULE 31 SECRETARY

- (a) The Secretary shall, as soon as practicable after being elected as Secretary, lodge notice with the Club, their address and;
- (b) In the absence of the President and the Vice-President shall take the chair and officiate as President,
- (c) It is the duty of the Secretary to;
 - (I) attend to the general business of the Club and;
 - (II) attend to correspondence and table at the next meeting;
 - (III) receive all documentation to the Club and liaise with the CCF and other governing bodies where necessary
 - (IV) prepare the Annual report on the Club and;
 - (V) undertake any duties necessary in the performance of the functions of the Club;
 - (VI) keep a record of all financial members of the Club
 - (VII) attend all meetings of the CCF whenever the Primary delegate cannot attend;
 - (VIII) keep a record of attendance of all meetings;
 - (IX) keep a record of all injuries to registered players and team officials and inform CCF;
 - (X) Attend all Meetings;
 - (XI) Officiate at both home grounds & CCF appointed grounds where necessary

RULE 32 TREASURER

The Treasurer shall ensure;

- (a) that all monies due to the Club is collected and received and that all payments authorised by the Club are made, and;
- (b) that all monies received are banked into the Club's bank account no later than the Friday following the weekend of receipt, and;
- (c) reconcile the Bank Statement of Account with the Club other financial record, before each General Meeting as directed by the Club Executive and table such report at the meeting (including outstanding debtors and creditors), and;
- (d) that all correct books and accounts are kept showing the financial affairs of the Club, and;
- (e) that full details of all receipts and expenditure connected with the activities of the Club in accordance with Part 3 – Funds are kept, and;
- (f) that all books and records are submitted for an annual audit, and;
- (g) that an audited balance sheet and financial statement is tendered at the Annual General Meeting, and;
- (h) bring to the attention of the Club's Executive any team two (2) weeks or more in arrears of paying match fees, and;
- (i) Prepare budget for next year, including registration fees when set down by the CCF.
- (j) Attend all Meetings;
- (k) Officiate at both home grounds & CCF appointed grounds where necessary

PART 6
RULE 33 COMMITTEE, & SUB COMMITTEES
DUTIES & RESPONSIBILITIES

SENIOR FOOTBALL MANAGER

The Senior Football Manager shall liaise with the Executive and shall be responsible:

- (a) To co-ordinate with Senior Coaches
- (b) Be the first point of call to any issues that arise in the Seniors ranks by any coaches.
- (c) Be the first point of call to any issues that arise in the Seniors ranks by any players.
- (d) Arrange Senior Presentation and Trophies
- (e) Attend all General Meetings
- (f) Officiate at both home grounds & CCF appointed grounds where necessary
- (g) Liaise with the Canteen Supervisor and implement roster for the Canteen

JUNIOR FOOTBALL MANAGER

The Junior Football Manager shall liaise with the Committee and shall be responsible:

- (a) Facilitate grading of Junior players in conjunction with Team Coaches and the Coaching Co-Ordinator
- (b) To co-ordinate with Junior Coaches
- (c) Be the first point of call to any issues that arise in the Juniors ranks by any coaches.
- (d) Be the first point of call to any issues that arise in the Juniors ranks by any players.
- (e) Arrange Junior Presentation and Trophies
- (f) Attend all General Meetings
- (g) Officiate at both home grounds & CCF appointed grounds where necessary
- (h) Liaise with the Canteen Supervisor and implement roster for the Canteen

WOMENS FOOTBALL MANAGER

The Womens Football Manager shall liaise with the Executive and shall be responsible:

- (a) Facilitate grading of Junior Womens players in conjunction with Team Coaches and the Coaching Co-Ordinator
- (b) To co-ordinate with Womens Coaches
- (c) Be the first point of call to any issues that arise in the Womens ranks by any coaches.
- (d) Be the first point of call to any issues that arise in the Womens ranks by any players.
- (e) Co-ordinate and assist the Senior & Junior Football managers Senior & Junior Presentations and Trophies
- (f) Attend all General Meetings
- (g) Officiate at both home grounds & CCF appointed grounds where necessary
- (h) Liaise with the Canteen Supervisor and implement roster for the Canteen

REGISTRARS (Head, Junior, Senior & Womens Registrars)

The Head Registrar in conjunction with the Junior, Senior & Womens Registrars shall;

- (a) keep a record of all persons registered with the Club as Players, Coaches or Managers, in accordance with Rule 8 and supply a copy to the Secretary and;
- (b) ensure that such persons are not disqualified from registering and;
- (c) ensure that all fees and subscriptions owed by registered players are collected and issue a receipt for all monies received;
- (d) hand all monies received from registration fees to the Club Treasurer no later than seven (7) days after receipt thereof.
- (e) arrange for players, teams, coaches and managers to be duly registered with the CCF Ltd
- (f) immediately following the second game of the competition, make a thorough check to ensure that all players are duly registered with the Club and the CCF Ltd and inform Coaches and/or Managers of any outstanding fees unless deemed otherwise by the Executive.
- (g) Withdraw registration cards of all unfinancial players at the end of the fourth (4th) competition game until payment has been made of all fees outstanding, or as determined by the Club Executive on application by the player or the parents.
- (h) To retain a record of documents covering transfer of players.
- (i) Maintain a historical record of players registered with the Club
- (j) Allocate days, times and venues for registrations
- (k) Ensure all registration cards are returned to CCF.Ltd when no longer required –
 - (i) cards of non-playing registered players must be returned to CCF. Ltd registrar by 30th May
 - (ii) all player registration cards must be returned to CCF.Ltd registrar as soon as possible after the completion of the season if required by the CCF.

COACHING CO-ORDINATOR

The Coaching Co-ordinator shall;

- (a) ensure that the highest standards of coaching are maintained and;
- (b) ensure that all Coaches are fully informed about the correct rules of playing Football and;
- (c) advise Coaches of any rule changes or amendments to the playing of Football and;
- (d) conduct whatever familiarisation sessions for Coaches as is deemed necessary
- (e) report any problems to the appropriate Committee Football Managers and/or the Vice-President, who in turn takes it to the Executive
- (f) may, at times, give individual coaching to a team, or child
- (g) attend all General Meetings
- (h) Officiate at both home grounds & CCF appointed grounds where necessary

FIXTURES OFFICER

The Fixtures Officer shall;

- (a) liaise directly with CCF Ltd regarding changes and amendments to matches and;
- (b) keep a competition draw throughout the season of the times, dates and locations and opponents of all Club matches and inform Coaches and Managers accordingly;
- (c) inform Coaches and Managers regarding alterations or amendments to Club matches and;
- (d) ensure all home match results are notified to the relevant CCF Ltd official by the time specified
- (e) handle Gala Days as received from other Clubs. Advise Coaches and Managers of forthcoming events and if interested register that team with the appropriate Club.
- (f) Attend all General Meetings
- (g) Officiate at both home grounds & CCF appointed grounds where necessary

Fixtures Officer will also be in Control of grounds in conjunction with the Executive and will arrange for the following to be performed each week by means of a roster system if required:-

- (a) ensure that all home playing fields are fully prepared, marked out and that all necessary equipment is in place prior to the commencement of matches and;
- (b) ensure that all equipment is securely stowed away each day at the conclusion of matches and;
- (c) be responsible for the safe-keeping and maintenance of all goal nets
- (d) generally keep the grounds in tidy, respectable conditions
- (e) keep toilets, dressing sheds and storage rooms clean and tidy
- (f) hang all sponsor banners each week
- (g) attend all General Meetings
- (h) Officiate at both home grounds & CCF appointed grounds where necessary

GEARS OFFICER

Gears Officer will liaise with the Club Executive and shall ;

- (a) Arrange for the purchase of equipment required by the Club
- (b) Hand all monies received from merchandise sales to Club Treasurer no later than seven (7) days after receipt thereof;
- (c) Organise purchase and delivery of sponsored jerseys
- (d) Ensure ample uniforms are available for purchase before the commencement of the season
- (e) "Shop around" for best prices
- (f) Notify Committee of any extra equipment needed
- (g) Attend all General Meetings
- (h) Officiate at both home grounds & CCF appointed grounds where necessary
- (i) Issue equipment as necessary to each team coach at the commencement of the playing season and;
- (j) Ensure ample uniforms are available for purchase before the commencement of the season
- (k) Have stock available for purchase at each training session
- (l) Notify Purchasing Officer of any extra equipment needed
- (m) Ensure all equipment is returned in good order at conclusion of season
- (n) Keep a record of all Club trophies (perpetual or otherwise) and collect same when required
- (o) Attend all General Meetings
- (p) Officiate at both home grounds & CCF appointed grounds where necessary

CANTEEN SUPERVISOR

The Canteen Manager shall;

- (a) ensure the efficient and effective operation of the Canteen, including a monthly stocktake, and;
- (b) be responsible for ordering and maintaining all items of stock and;
- (c) supply financial and stock records relating to the operations of the Canteen to the Treasurer and;

- (d) provide a monthly statement of income, expenditure and stock on the operations of the Canteen to the members at the General Meeting
- (e) organise a sub-committee to help with the day to day running of the Canteen
- (f) prepare parent/team roster for Canteen assistance
- (g) Open Canteen one (1) hour before first game each day
- (h) Ensure Canteen is operational for every game played.
- (i) Attend all General Meetings

PUBLICITY OFFICER

The Publicity Officer shall liaise with the Executive;

- (a) undertake to promote and publicise the activities of the Club and;
- (b) shall be responsible for ensuring the sponsorship agreements do not clash with the interests of the Club
- (c) co-ordinate all sponsorships and advertising, and ensure that sponsors and advertisers are promoted throughout the Club and the community
- (d) shall keep all sponsors notified of Club activities
- (e) ensure that a newsletter is published at least monthly and is distributed to all Members , sponsors and advertisers and; either by printed, emailed or downloadable copy
- (f) co-ordinate the collection and printing of team reports and articles and;
- (g) liaise with the Social Committee and promote their activities
- (h) seek advertising for the Year Book so that it is completely funded by the advertisers
- (i) ensure Year book is ready for Senior & Junior Presentations
- (j) attend all General Meetings
- (k) Officiate at both home grounds & CCF appointed grounds where necessary

SOCIAL SECRETARY

The Social Committee Chairperson shall;

- (a) co-ordinate all activities relating to fund raising, subject to Executive Committee guidelines and;
- (b) shall be responsible for all social funds until such times as these funds are delivered to Treasurer
- (c) funds to be receipted by Treasurer prior to the General Meeting following receipt of funds by the Social Chairperson
- (d) report to the Executive
- (e) attend all General Meetings
- (f) Officiate at both home grounds & CCF appointed grounds where necessary

RULE 34

SUB COMMITTEES

The Executive may delegate to one or more Sub-Committees (consisting of such Club members as the Executive determines) the exercise of such powers and functions as the Executive so determines.

A Sub-Committee shall;

- be accountable at all times to the Committee
- submit to the Committee for approval, written Terms of Reference which shall be binding on all subsequent elected members of that Sub-Committee unless amended and;
- elect such Officers within the Sub-Committee for specific tasks as the Sub-Committee determines and these Officers would report directly to that Sub-Committee and;
- operate within the delegations of authority determined by the Committee and;
- have (if necessary) a separate budget, determined by the Committee and;
- maintain separate records as required.

RULE 35 SPARE

RULE 36 **TERMINATION OF A SUB-COMMITTEE**

If a Sub-Committee ceases operations or if the Executive determines that the need for the existence of a Sub-Committee is no longer required, all books, records, monies outstanding and all other items relevant to the operation of the Sub-Committee, shall be returned to the Committee.

RULE 37 PUBLIC OFFICER

37.1 Appointment

A Public Officer, who may/or may not hold office under any other position in the Club, will be appointed at the Annual General Meeting as required by the Associations Incorporation Act 1984.

37.2 Casual Vacancy

The position of Public Officer must not be left vacant for more than fourteen (14) days and in the case of a Casual Vacancy occurring as described in Rule 27, the Executive shall appoint the Public Officer to fill the vacancy.

37.3 Duties

The Public Officer shall;

- (a) notify the Dept. of Fair Trading (an agency of Government) of any changes in the Articles of Incorporation & Rules of Kanwal Warnervale Rovers Football Club Inc.
- (b) Notify the Agency on the correct form within fourteen (14) days of any change of membership of Executive and;
- (c) notify the Agency within fourteen (14) days of appointment of the full name, residential address and date of appointment of the Public Officer and;
- (d) notify the Agency of any change of address of the Public Officer within fourteen (14) days and;
- (e) lodge with the Agency an Annual Statement within one (1) month of the Annual General Meeting and;
- (f) apply to the Agency for an extension of time to hold an Annual General Meeting or to lodge an Annual Statement, stating the reasons for the delay, if either should occur.

37.4 Failure to comply

If the Public Officer fails to comply with the requirements laid down by the Dept. Fair Trading, penalties or fines may be imposed by the Agency against the Public Officer of the Executive of the Club.

37.5 PATRONS

A Patron is one who is elected at an Annual General Meeting.

He/She will be entitled to attend Committee Meetings, speak from the floor, but will not have the power to vote, unless they are a Financial Member of the Club . The maximum number of patrons will not exceed two (2).

PART 7 GENERAL MEETINGS

RULE 38

ANNUAL GENERAL MEETINGS

38.1 Convening

- a) With the exception of the first Annual General Meeting of the Club, the Club shall, at least once in each calendar year and within the period of six (6) months after the expiration of each financial year of the Club convene an Annual General Meeting of its Members;

The AGM is to be held each year on the 2nd (second) Monday in October subject to venue availability

- b) The Club shall hold its first Annual General Meeting:
 - (i) within the period of eighteen (18) months after its Incorporation under the Act; and
 - (ii) within the period of two (2) months after the expiration of the first financial year of the Club.
 - (iii) that any meeting of any nature held by Kanwal Warnervale Football Club may not be taped or recorded by any other method without prior consent of the Executive.

38.2 Agenda

The Annual General Meeting of the Club shall, subject to the Act, be convened on such date and at such place and time as the Executive deems, and, in addition to any other business which may be transacted at an Annual General Meeting, the business of an Annual General Meeting shall be;

- (a) to accept apologies;
- (b) to confirm the minutes of the last preceding Annual General Meeting and of any Special meetings held since that meeting;]
- (c) to receive from the Executive, reports upon the activities of the Club during the last preceding financial year;
- (d) consideration of any notice of motion. Alterations to the Constitution shall be in the hands of the Secretary no later than twenty-eight (28) days prior to the Annual General Meeting.
- (e) Acceptance of Life Membership (if nominated in accordance with Rule 2.6)
- (f) To elect office bearers of the Club and members of the Executive;
- (g) To receive any items of business in acceptance with these Rules.

38.3 Notice of Annual General Meeting

An Annual General Meeting shall be specified as such in the notice convening it no later than twenty-one (21) days prior. Notice shall be given via Club Website, email and/or media notification. Agenda available on the Club website or on request from the Club Secretary.

Quorum

- (a) Twelve (12) members present in person, being members over the age of 18 years entitled under these Rules to vote at an Annual General Meeting, constitute a quorum for the transaction of the business of an Annual General Meeting.
- (b) If within thirty (30) minutes after the appointed time for the commencement of an Annual General Meeting, a quorum is not present, the meeting convened shall be dissolved and a new date set.

38.4 DELETED AGM 3 November 2008

RULE 39

SPECIAL GENERAL MEETINGS

39.1 Convening

The Executive shall convene a Special General Meeting;

- (a) whenever it deems necessary or;
- (b) on the requisition in writing, by not less than twelve (12) Members, within fourteen (14) days of receiving such notice.
- (c) Notice shall be given via Website and/or media notification. Agenda available on the Club website or on request from the Club Secretary

39.2 Quorum

- (a) Twelve (12) Members present in person, being members entitled under these Rules to vote at a General Meeting, constitute a quorum for the transaction of the business of an Special General Meeting.
- (b) If within thirty (30) minutes after the appointed time for the commencement of a Special General Meeting, a quorum is not present; the meeting convened shall be dissolved.

39.3 Requisition for a Special General Meeting

A requisition of Members of a Special General Meeting:

- (a) shall state the purpose of the meeting and;
- (b) shall be signed by the members making the requisition and;
- (c) shall be lodged with the Secretary and;
- (d) may consist of several documents in a similar form, each signed by one or more of the Members making the requisition.

39.4 Failure to Convene a Special General Meeting

If the Executive fail to convene a Special General Meeting within one (1) month after the date on which a requisition of Members for the Meeting is lodged with the Secretary, any of the Members who made the requisition may convene a Special General Meeting to be held not later than three (3) months after that date.

RULE 40

GENERAL MEETINGS

40.1 Notice of Meetings

A General Meeting of the Club shall be as determined by the Club Committee and shall be notified on the Club website and/or Emailed Newsletter. The General Meeting is to be held on a date as the Committee shall from time to time determine. A minimum of 3 General Meetings will be held in any one season

40.2 Agenda

Business at a General Meeting shall be to;

- (a) accept apologies;
- (b) to confirm the minutes of preceding General Meetings or any General Meetings held since the previous General Meeting;
- (c) to receive correspondence not previously dealt with by the Committee;

- (d) to receive reports from members of the Executive, the Committee, and all other Sub-Committees, Officials or Representatives of the Club;
- (e) to receive general business.

40.3 Procedure

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 the meeting is considering that item.

40.4 Quorum

- (a) Eight (8) members present in person, being members entitled under these Rules to vote at a General Meeting, constitute a quorum for the transaction of the business of a General Meeting.
- (b) If within thirty (30) minutes after the appointed time for the commencement of a General Meeting a quorum is not present, the meeting convened shall be dissolved.

40.5 Adjournment

Where a General Meeting is adjourned for fourteen (14) days or more, the Secretary shall publish written notice on the Club website of adjourned meeting stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.

40.6 Decisions

- (a) A vote at a General Meeting will be made by a show of hands. A secret poll must be requested before a declaration of the show of hands, a declaration by the chairperson that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the minute book of the Club, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.
- (b) Where a poll is demanded at a General Meeting, the poll should be taken in any case, in such a manner and at such time before the close of the Meeting as the chairperson directs and the resolution of the poll on the matter shall be deemed to be the resolution of the Meeting on that matter.

40.7 Special Resolution

A resolution of the Club is a special resolution if: -

- (a) it is passed by a majority which comprises not less than three quarters of such members at the meeting and, being entitled under these Rules to do so, vote in person at a General Meeting of which no less than twenty eight (28) days written notice specifying the intention to propose the resolution was given in accordance with these Rules or;
- (b) where it is made to appear to the Club it is not possible or practicable for the resolution to be passed in the manner specified in Rule 40.7 (a) the Special Resolution shall be passed in a manner specified by the Executive.

40.8 Voting

- (a) Upon any question arising at a General Meeting of the Club, a member has one (1) vote only.
- (b) All votes shall be given personally.
- (c) In a case of an equality of votes on a question at a General Meeting, the Chairperson of the Meeting is entitled to exercise a second or casting vote.
- (d) A Member is not entitled to vote at any General Meeting unless all money due and payable by the Member to the Club has been paid.

40.9 Appointment of Proxies

No person that is not a member of the Club shall attend or vote at any Meeting of the Club as a proxy of another person

SECTION 8 AWARDS

RULE 41

SENIOR & JUNIOR PLAYER OF YEAR

41 JUNIOR BOYS & JUNIOR GIRLS PLAYER OF THE YEAR. (Separate Awards)

- 41.1. Must be a competition team.
- 41.2. Must be the highest team in that age group only.
- 41.3. All points to be handed in at monthly meeting or within one week after monthly meeting to the person collecting points. Any points not received in this time do not count, or at the Committee's discretion.
- 41.4. Points to be given per game on a 3. 2. 1. basis.
- 41.5. All points to be calculated at the end of season – Semi Finals, Finals and Grand Finals do not count.
- 41.6. Highest points in each team to be known as the MOST CONSISTENT PLAYER.
- 41.7. The total number of competition games are divided into total number of points which will give you a percentage. The highest percentage is then the Junior Player of the Year. (From the highest team in each group.)
- 41.8. In the case of a tie, a count back will be required. The player with the most 3 points will be the winner. If still a tie, then the most points. If still a tie then they will be known as a joint Junior Player of the Year.

SENIOR MENS & SENIOR WOMENS PLAYER OF THE YEAR. (Separate Awards)

- 41.9. Must be from First Grade only. Or the highest Male or Female Team (All players should strive to get into the top team.)
- 41.10. Points to be given on 3. 2. 1. basis.
- 41.11. All points to be handed in at the monthly meetings or within one week after monthly meeting to the person collecting points. (Any points not received in this time do not count – or at the Committee's discretion.)
- 41.12. All points to be calculated at end of season. The person with the highest points in all grades will be known as Most Consistent Player of their team.
- 41.13. Any players that playing in higher grades must play the majority games in the higher grade to be eligible to add points to their total. (This is to stop players playing games in lower grades, then playing only a couple in first grade and taking out player of the year.)
- 41.14. If players play in more than one game on the day and receive points in two or more games, points count for his normal team only.
- 41.15. In case of equal points a count back will apply. (Same as Juniors Clause 41.7 & 41.8)
- 41.16. Senior Player of the Year will be the player with the most points in First Grade or the highest grade in the Club.

RULE 42

AWARDS

- 42.1. All Awards are subject to the governing conditions as indicated in i);
 - i) At the discretion of the Club Committee, and if the Committee determines that the Club is financially able to meet all of its commitments for the season, the awards indicated below shall apply.
- 42.2. Any team that wins the League Championship and wins the Grand-Final, will receive a Club Jacket and suitably endorsed Undefeated (if applicable) League Champions & Premiers. All the players plus 1 coach & 1 Manager would be eligible for the Jacket. If a team achieves this feat for two consecutive seasons, a jacket will not be provided for the second seasons success, however, endorsement of the previous seasons jacket will be carried out by the Club. If a team has a new player/s for the second season, that player/s shall receive a jacket.
- 42.3. Any team that wins the League Championship, but loses the Grand-Final, will receive a club polo shirt endorsed Undefeated (if applicable) League Champions & Grand-Final Runners-Up. All the players Plus 1 Coach & 1 Manager would be eligible for the shirt.
- 42.4. Any team that plays in the Grand-Final, a winning Grand-Final team will receive a club polo shirt endorsed Premiers. A losing Grand-Final team will receive a suitably engraved Trophy. All the players plus 1 Coach & 1 Manager would be eligible for the shirt.
- 42.5. Any team that wins the League Championship, Grand-Final or both, may make application to the Committee to Substitute the jacket or shirt as the case may be, for a similar award (eg; Club bags, Trophies etc.) not exceeding the cost value that may otherwise have been incurred by The Club.
- 42.6. Any team that qualifies for Semi-Finals & Finals but does not contest in the Grand-Finals shall receive a suitable engraved trophy. Senior players may receive the same 'memento' as awarded in 42.8 as seen fit by the Committee.

42.7. All Junior Players shall receive a suitable Pennant, Medallion or Trophy as a memento of their participation of the season. Under 16 years players may receive a key ring.

42.8. All Grade 18, 21 & Senior Players shall receive a suitable Pennant, Key ring or Medallion as a memento of their participation of the season.

42.9. The Most Consistent Player. This would still be as per a 3 – 2 – 1 points system. The awarding of the points should be a collective decision certified by at least 4 unrelated persons each week, preferably the Coach, the Manager & 2 others. The Committee reserves the right to intervene in certain circumstances.

These awards may not be varied without first bringing it to the Executive for approval.

42.10 Coaches' Award from 10 to Senior ranks, Coach is to select one player per team per age and a trophy marked accordingly will be presented. The Coach may select from players that have improved their game, trained well or other good performances, this award does not necessarily need to go to the best players

The coaches award for 1st Grade only is to be known as the "Craig Tonkiss Coaches Award" plaque donated by the Tonkiss Family and each year a pewter to be presented with the engraving "The Tonks Award" then the word "RESPECT" then the respective year and players name. (as per AGM 1/10/06)

42.11 CLUB PERSON OF YEAR

Nominations for this honour are to be submitted on a confidential basis via a vote of the Committee members. The nominations shall reach the Secretary prior to the last round of the season. The presentation of this award shall be made at Senior Presentation Night of the Club.

42.1 2 SPECIAL AWARD

This award is presented to a person who has given outstanding service during the year. This award is not to be presented to any person who holds office on the Committee.

42.2 10, 15, 20, 25 & 30 YEAR AWARDS

Any Player, Coach, Manager, Committee person that plays or serves the Club for 10 consecutive years will be awarded a Club Jacket embroidered with their achievement.

Any Player, Coach, Manager, Committee person that plays or serves the Club for 15 consecutive years will be awarded an appropriate award for their service as determined by the Committee.

20, 25 & 30 years service with the Club is eligible for consideration of an appropriate years of service award as determined by the Committee. These do not need to be consecutive years as Club service of this many years should be recognised in some way.

RULE 43

PRESENTATION OF AWARDS

- (a) If a player ceases to become an active member of a team, he/she will not be entitled to a trophy at the end of the season.
- (b) The Club Committee has the prerogative to award a trophy to such players if extenuating circumstances can be proven.

SECTION 9

REGISTERED PLAYERS

RULE 44

REGISTRATION OF PLAYERS

- (a) Any person wishing to participate in competition or matches conducted by the Club shall register as a player in accordance with these rules.
- (b) The player's registration form shall be lodged with the Registrar at least four working days prior to the players first match by the new player. This includes all photos and proof of birth
- (c) Any player, who incorrectly states his/her year of birth on a registration form, knowing the facts stated to be false, shall be automatically suspended from participation in Club competition for the remainder of the current season.
- (d) A player shall not be deemed as Registered until the CCF component of the Registration is fully paid. A player may not play in any trial game, pre-season game or competition game until full payment of the Registration Fee is made. Special Consideration may be requested of the Executive in certain circumstances

RULE 45

PLAYING FOR ANOTHER CLUB

Any Player registered with our Club, found playing for another affiliated Club team without prior consent of the Executive Committee shall be automatically suspended from the Club competition until the Player appears before the Executive Committee.

RULE 46

TRANSFER OF PLAYERS

- (a) Application for transfer of a registered player from the Club must be in writing.
- (b) The Club must approve in writing that the player is eligible for transfer.
- (c) A player will not be granted a transfer unless all registration or other fees imposed from time to time are paid.
- (d) The CCF. Ltd must be notified in writing prior to 30th May, of the application for transfer.
- (e) A player who is financial but has not played in any competition matches may have any fees retained by the Club refunded.
- (f) A player shall not be received in transfer until written release has been received from his/her former Club.
- (g) No player may transfer or be received in transfer after the date specified by the CCF. Ltd
- (h) All CCF. Ltd rules, regulations and requirements in force from time to time in relation to transfer of players will apply to the Club.

SECTION 10

MEMBER GENERAL DUTIES & RESPONSIBILITIES

RULE 47

47.1 DUTIES & RESPONSIBILITIES OF PARENTS/GUARDIANS

Parents and Guardians shall;

- (a) assist the Coach and/or Manager in the running of the team where required
- (b) ensure that their player is properly attired in the approved Club outfit
- (c) notify the Coach/Manager if player cannot attend training or games
- (d) ensure that player arrives at the ground at least half an hour before the start of the game
- (e) not expect the Coach/Manager to transport your child everywhere
- (f) support the team and not individual players
- (g) treat the game as enjoyment for your child and promote good sportsmanship
- (h) contact the Coach/Manager for any information or inquiries due to wet weather
- (i) attend, where possible, the Club's General Meetings. Dates, times and venues are notified on the Club website

47.2 DUTIES & RESPONSIBILITIES OF COACHES & MANAGERS

47.2a TEAM COACH

The Coach shall;

- (a) be responsible for the players in the team he/she undertakes to coach;
- (b) be responsible for team selection
- (c) attend Club General Meetings as well as Special Meetings and the Annual General Meeting
- (d) be responsible for all Club equipment issued to the team
- (e) act in a responsible and sportsmanlike manner at all games
- (f) refer any disputes to an appropriate Club Official
- (g) in the absence of the Team Manager carry out the full duties and responsibilities of that position
- (h) play all players in a non-competitive team on a regular weekly basis
- (i) liaise with Team Manager about regular match reports for newsletter
- (j) training commences as soon as the Coach wishes after grading day. Each Coach will be allocated a training day and time at Kanwal Warnervale Rovers Football Club Grounds. The allocated day and time cannot be changed without the verification of the Executive Committee. It is the decision of the Committee as to the extent of training times made available to each team.
In the case of inclement weather the Club's meeting room is available upon request to the Secretary.
- (k) Either a Coach or a Manager of a non-competitive team must be a responsible adult and is responsible for the welfare of the children at all training sessions until a parent or responsible adult relieves that Coach or Manager of the children in their care
- (l) The responsible Coach or Manager must notify the Committee regarding players from their team whose parents do not take satisfactory arrangements for the collection of their children at the completion of training sessions..

47.2b TEAM MANAGER

The Team Manager shall;

- (a) abide by the decision of the Team Coach at all times in matters relating to the team;
- (b) obtain a list containing the name, address and telephone number of all players in the team
- (c) provide the Registrar with a complete list of all players in the team, with their address and phone numbers, immediately following the second competition game
- (d) ensure that if any players leave the team the Registrar is advised immediately
- (e) obtain the draw for the season and be familiar with the venue for all games and their locations prior to the first competition game
- (f) ensure that all players are made aware of times and venues for each game
- (g) be responsible for the behaviour of the players
- (h) be responsible for the collection of match fees and the handing in of such money to the Treasurer on a weekly basis.
- (i) Be responsible for the payment of the referee and/or linesmen prior to the commencement of the match
- (j) Be responsible for the completion of the Team Sheet at least fifteen (15) minutes prior to the commencement of the game
- (k) Be responsible for the safe-keeping of the players' registration cards
- (l) Advise the Fixtures Officer of match results by the specified time
- (m) Attend all Club General Meetings as well as any Special Meetings and the Annual General Meeting
- (n) In the absence of the Team Coach be responsible to ensure that the duties and responsibilities of that position are carried out
- (o) Inform Secretary of any disputes or protests as soon as possible after the completion of the match
- (p) In the event of a player being sent from the field, hand the players' registration card to the Secretary after the match. If Secretary is unavailable, hand it to the Club Official on the day.
- (q) If applicable, obtain caution sheet from the referee or from the official table after the game and advise Secretary and the Club Points Person details of any cautions issued to the Clubs' player
- (r) Do not allow any player cautioned or sent off or otherwise aggrieved to approach or question the referee after the match
- (s) Act in a responsible and sportsmanlike manner at all games
- (t) Liaise with Team Coach about regular reports for the newsletter

SECTION 11

RULE 48 POLICY STATEMENTS & PROCEDURES

RULE 48 Determining Club Policy

Club Policy relating to Administrative matters will be decided by a Special Meeting or an Annual General Meeting after receiving a recommendation from the Members at a General Meeting.

48 a Playing in a Higher Age Group

- (i) All Junior Players must register in correct age group.
- (ii) No player shall be permitted to play in a higher age group without the approval of the Committee
- (iii) When considering a request for a Junior player to play in a higher age group, the Committee will firstly give consideration to the CCF. Ltd Rules and Regulations then secondly the needs of Kanwal Warnervale Rovers Football Club and thirdly to the needs of the player concerned.
- (iv) Any Junior Player who wishes to play in a higher grade for that day only must firstly notify a Club Official. That permission shall only exist for the duration of the session in which the request was made.
- (v) If a player desires or is chosen by the Committee to play up in grade, the player should nominate the field position and must be given the opportunity to trial in that position. Every encouragement must be made to players to play up in grade.

48 b Surplus of Players

Any player, due to a surplus of players who cannot be included into a team will be given every assistance to transfer to another team or Club. Consideration to continuous length of service is to be given to any player who has to transfer to another Club due to this Club not being able to accommodate him/her in a team.

48 c Registration of Under 5 year old Players

All Junior players eligible to play Under 5

Competition will continue to play in that age group until they are no longer eligible.

48 d Grievance Procedures

Football matters –

If any Junior player or parents of a Junior player are involved in a Football-related issue, which they find unacceptable, the procedure for redress will be as follows:-

- (i) Verbal discussion with the Manager and/or Coach to resolve the issue and, if unsatisfactory then Verbal discussion with the Junior Football Manager and, if still Unsatisfactory then;
- (ii) Written complaint forwarded to the Secretary who will arrange for the matter to be addressed by the Committee
- (iii) If the Committee is unable to arrive at a decision it will be referred to a full meeting of the Executive.
- (iv) All written complaints will receive a written acknowledgment within five (5) days and a written decision will be conveyed within fourteen (14) days.
- (v) The same procedure will apply for Senior players except it will involve the Senior Football Manager and with Womens teams it will involve the Womens Football Manager.

48 e Administrative Matters –

All non-football related issues will be discussed by Members at a General Meeting before referral to a meeting of the Committee.

48 f Coach and Manager Appointments

- i) The Position of First Grade Coach and Second Grade Coach to be advertised each season. However, the Committee have the right to sign a Coach for a maximum of 2 (two) years, or in Special circumstances a Coach may be appointed mid season for the coming year if it could be a benefit to the Club, (eg A Coach with good credentials. Playing Life Members along with the Committee should be part of the decision making

SECTION 12

GENERAL

RULE 49

49 Gala Days

The Club will organise where possible a gala day at a time agreed by the Committee and CCF Ltd.

The Club will limit to one (1) per team the paid nomination to other Clubs' gala days and knockouts throughout the year. If a team wishes to participate in more than one, the onus of payment of entry fees will be on the Coach/Parents of the team. Arrangements however will still be made through the Secretary. Under no circumstances will a team's entitlement be transferred to another club's team. If more teams nominate for a knockout or gala day than there are vacancies, the Committee will decide which teams attend. Preference will be given to teams who have not attended any knockouts or gala days.

50 PROTESTS

Should a Coach or Manager wish to lodge a protest after a game, they are to write the word 'protest' in the place they would normally sign on the sheet with a brief outline regarding the protest, then the Coach or Manager will inform the Club Secretary immediately after the game. Only protest if you have a valid reason as a protest fee must be lodged with the CCF which is forfeited if the protest is not upheld.

51 PLAYER AWARDS

51.1 Most Consistent Player Guide. A weekly result sheet supplied by the Club must be completed by the Coach/Manager after each game both home and away and be deposited in the result box at the Canteen or completed online . The details are required for statistical purposes. A 3-2-1 points award is also required. The Coach/Manager is required to ask parents to allot ONLY three (3) players with points 3,2,1 respectively. Game points are tallied at the end of the competition before the semi finals and the player with the highest points on an average is declared 'Player of Year' for that group The Committee decision is final. When allotting points the 3 points should be awarded to the player who is the most outstanding on the day. Things to look for are:-

- Player's performance with individual skills
- Player attitude during the game
- Positional play on the field
- Proper technique as a player
- Sportsmanship to the opposition
- Team support to fellow players
- Adherence to pre-match tactics

2 points would be allotted to the next most outstanding player and 1 point to the next.

51.2 Coaches Award Guide is also given to a selected player at the end of season. Things to look for are:-

- Most improvement during season
- Willingness to learn and listen
- Eagerness to try and train

APPENDIX A

COMMITTEE MEETINGS

Notice of Meetings

A Committee Meeting of the Club may be convened on the third Monday of each month, or as deemed necessary other times and at such venues as the Executive shall from time to time determine.

Agenda

Business at a Committee Meeting shall be to,

- (a) accept apologies
- (b) to conform the Minutes of preceding Committee Meetings
- (c) to confirm correspondence not previously dealt with
- (d) to receive reports from Members of the Executive and Committee
- (e) to receive General Business

Procedure

No item of business shall be transacted at a Committee Meeting unless a quorum of Members entitled under these Rules to vote is present during the time the Meeting is considering that item.

Quorum

- (a) Half the elected Committee plus one, present in person, being Members entitled to vote under these Rules to vote at a Committee Meeting, constitute a quorum for the transaction of the business of a Committee Meeting.
- (b) If within thirty (30) minutes after the appointed time for the commencement of a Committee Meeting a quorum is not present, the meeting convened shall be dissolved.

Decisions

- (a) A question arising at a Committee Meeting show of hands, and unless before or on the declaration of the show of hands a poll is demanded, a declaration by the Chairperson that a Resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the Minute book of the Club, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.
- (b) Where a poll is demanded at a Committee Meeting, the poll shall be taken in any case, in such a manner and at such time before the closing of the Meeting as the Chairperson directs and the resolution of the poll on the matter shall be deemed to be the resolution of the meeting on that matter.

Voting

- (a) Upon any question arising at a Committee Meeting of the Club, each Committee member has one (1) vote only.
- (b) All votes shall be given personally.
- (c) In case of an equality of votes on a question at a Committee Meeting, the Chairperson of the Meeting is entitled to exercise a second or casting vote.
- (d) A Committee person is not entitled to vote if they hold as Assistant position on the Committee, except where the primary holder of the position is unable to attend, and only then the vote must be as the primary member has directed.

Appointment of Proxies

No Member shall attend or vote at any Meeting of the Club as a proxy of another person. Proxies must be in writing. Exception being voting part (d).

APPENDIX B

KANWAL WARNERVALE ROVERS FOOTBALL CLUB INC.
PO Box 6076, Gorokan NSW 2263

APPLICATION FOR NON PLAYING MEMBERSHIP

MR/MRS/MS/MISS.....

.....

ADDRESS.....

.....

SUBURB.....POSTCODE.....

.....

PHONE

(home).....(bus.).....(mobile).....

EMAIL.....

OCCUPATION.....

I Hereby apply to: become a Member / renew my Membership with Kanwal Warnervale Rovers Football Club.
I agree to be bound by the Rules of the abovementioned Club, as well as the C.C.F. Ltd Rules & Regulations.

.....
Signature

.....
Date

I,, being a financial member of Kanwal Warnervale Rovers Football Club , nominate the above applicant for membership. This person is known to me and is worthy of the nomination.

.....
Proposer Signature

.....
Date

I,....., being a financial member of Kanwal Warnervale Rovers Football Club, second the nomination of the above applicant for membership. This person is known to me and is worthy of the nomination.

.....
Seconder Signature

.....
Date

APPENDIX C

Any persons participating in any activity with Kanwal Warnervale Rovers Football Club, must follow the rules of the Club as well as the rules of Central Coast Football and FootballNSW.

All players and members of Kanwal Warnervale Rovers Football Club should take particular notice of the “Code of Conduct” for Players, Officials, Parents and Supporters defined by the Department of Sport and Recreation. Copies of Codes of Conduct may be downloaded online at www.dsr.nsw.gov.au/publicat/search.asp?pub_keyword=Code+of+Conduct

APPENDIX D

KANWAL WARNERVALE ROVERS FOOTBALL CLUB GRADING GUIDELINES. JUNIORS & GIRLS

1. Grading to consist of a minimum of 2 sessions of review.
2. A nominated head coach for every 2 age groups is to be put in place from 8's to 18's. Team Coaches input involved with an age group is welcome but does not form the final gradings, this is done in consultation with the Grading Committee.
3. Grading Committee will consist of the Junior Football Manager, the Womens Football Manager, the nominated head coaches & the club Coaching Co-Ordinator.
4. The Grading Committee must consider the coaches' evaluation forms from the previous season & must consider new players' previous experience.
5. The Grading Committee will make the final team selections.
6. Players and Parents will be told what team their child will play in when the Grading Committee has finalised its' decision.
7. The best players will be selected to play in the highest graded team. The next best will be selected into the next highest graded team, and so on until teams are full.
8. If a Late Registration new player comes along they will be graded according to their ability and go through the process of grading.
9. Any player whom has the ability to play at a higher level or age group at the Club may do so only if the players correct age group has sufficient players to allow for the movement of a player in a higher age group. However, the CCF directive through the CCF Rules and Regulations will take precedence.
10. Once the Grading Committee has made its final decision regarding the teams, only if there is a position available in that team can new players be introduced. No accepted player can be dropped from a team.

APPENDIX E
KANWAL WARNERVALE ROVERS FOOTBALL CLUB GRADING GUIDELINES.
SENIORS & WOMENS

1. Senior players shall be graded in the best interests of the Kanwal Warnervale Rovers Football Club Inc.
2. Consideration will be made for training availability, work, and social commitments. This however does not apply to players wishing to play First and Reserve Grade which comes under the jurisdiction of the First and Reserve Grade Coach.
3. First Grade coach/selectors are to have the first choice of all graded players.
4. Reserve Grade coach/selectors are to have the second choice of all graded players.
5. Third Grade coach/selectors are to have the third choice of all graded players. (AA1 or 21's pending CCF decision)
6. If a Late Registration new player comes along they will be graded according to their ability and go through the process of grading.
7. Any other teams to be formed, to be at Committee's discretion.
8. Players can be promoted or relegated as seen fit by Coaches/Selectors.

KANWAL WARNERVALE ROVERS FOOTBALL CLUB INC By-Laws AGM 1991 – AGM 2006

1. The By-Laws listed below from the AGM 1991 to the AGM 2006 have been included in the main document now forming the Constitution of the Kanwal Warnervale Rovers Football Club. They are listed here for reference only.
CLUB BY-LAWS

These By-Laws have been adopted by the former Kanwal Rovers Football Club Inc. and included in the amended Constitution of the Kanwal-Warnervale Rovers Football Club Inc.

AGM 14/10/1991:

1. In the Junior ranks, the best players to be selected in the highest team in each age group. The remaining players to be put into the next best team etc. *(Jan 2008 Appendix D Clause 7)*
2. In the Senior ranks, all players to be fairly graded for the benefit of Kanwal-Warnervale Rovers. *(Jan 2008 Appendix E Clause 1)*
3. Any Late Registration must still go through the grading committee. *(Jan 2008 Appendix D Clause 8)*
4. First Grade Coach/Selectors to have first choice of all graded players to form a first grade team. *(Jan 2008 Appendix E Clause 3)*
5. Second Grade Coach/Selectors to have second choice of all graded players to form a second grade team. *(Jan 2008 Appendix E Clause 4)*
6. Third Grade Coach/Selectors to have third choice to form third grade team. *(Jan 2008 Appendix E Clause 5)*
7. Any other teams to be formed, to be at Committee's discretion. *(Jan 2008 Appendix E Clause 7)*
8. Players can be promoted or relegated as seen fit by Coaches/Selectors. *(Jan 2008 Appendix E Clause 8)*

JUNIOR PLAYER OF THE YEAR. (Amended on the 1/10/06) . *(Jan 2008 Rule 41 Clause 41.1 to 41.8)*

1. Must be a competition team.
2. Must be the highest team in that age group only.
3. All points to be handed in at monthly meeting or within one week after monthly meeting to the person collecting points. Any points not received in this time do not count, or at Committee's discretion.
4. Points to be given per game on a 3. 2. 1. basis.
5. All points to be calculated at the end of season – Semi Finals, Finals and Grand Finals do not count.
6. Highest points in each grade to be known as **MOST CONSISTENT PLAYER.**
7. The total number of competition games are divided into total number of points which will give you a percentage. The highest percentage is then the Junior Player of the Year.
(From the highest team in each group.)
8. In the case of a tie, a count back will be required. The player with the most 3 points will be the winner. If still a tie, then the most 2 points. If still a tie then they will be known as a joint Junior Player of the Year.

Senior Player of the Year.....Section 41

Last Update 31st January 2007

AGM 14/10/1991 (CONTINUED)

SENIOR PLAYER OF THE YEAR. (*Jan 2008 Rule 41 Clause 41.9 to 41.16*)

1. Must be from First Grade only. (All players should strive to get into the top team.)
2. Points to be given on 3. 2. 1. basis.
3. All points to be handed in at the monthly meetings or within one week after monthly meeting to the person collecting points. (Any points not received in this time do not count – or at the Committee’s discretion.)
4. All points to be calculated at end of season. The person with the highest points in all grades will be known as Most Consistent Player of their team.
5. Any players that play in other grades must play the majority games in the higher grade to be eligible to add points to their total. (This is to stop players playing games in lower grades, then playing only a couple in first grade and taking out player of the year.)
6. If players play in more than one game on the day and receive points in two or more games, points count for his normal team only.
7. In case of equal points a count back will apply. (Same as Juniors.)
8. Senior Player of the Year will be the player with the most points in First Grade.

CLUB BY-LAWS

AGM 12/10/1992:

1. No members, including Committee members and/or any other person(s) are to be paid for any position and/or duties being varied out or conducted on behalf of the Club. However, should any costs and/or expenditure be incurred on behalf of the Club, the details of which may then be submitted to the Club and it’s Committee for further consideration regarding payment and/or re-imbusement of such costs incurred.
2. All Life Members previously of Kanwal Rovers Football Club are now to be recognised by this Club now it has become Incorporated. (This is to apply also to the Kanwal-Warnervale Football Club Incorporation as the original By-Law does not oppose the intent of the Constitution and By-Laws thereof.) (*Jan 2008 Rule 2.6 vii*)
3. Any Coach that plays for the Club must pay his/her Registration fee, after which they may then submit a claim for consideration of a refund at the end of the season.
4. All correspondence, including verbal information both in and out of the Club must be handed by the Club Secretary with exception of C.C.S.A. fixtures which will be handled by the Club’s Fixture’s Officer. (*Jan 2008 Rule 31 iii*)
5. Any queries from other Bodies (eg. Council, C.C.S.A. etc.) to Committee members must be directed to go through the Club Secretary. (*Jan 2008 Rule 31 iii*)
6. Prior to any member purchasing anything on behalf of the Club, they must obtain an order form from the Club Secretary – FAILURE to observe this rule, the member purchasing the goods will be personally responsible for payment of the account incurred.
7. A minimum amount of THIRTY DOLLARS (\$30) for Seniors and FIFTEEN DOLLARS (\$15) for Junior players must be paid at time of registering and balance of monies for registration fee must then be paid prior to the first competition game of each season. (Changed at AGM 27/10/2004)
8. The Club appoint ONE REGISTRAR and TWO ASSISTANTS to assist with Club registrations.

CLUB BY-LAWS

AGM 12/10/1993:

1. A competition team is to go through the season completely undefeated, and win the Grand-Final to receive yellow Club jackets. (Changed at AGM 12/10/1998.)
 2. With regard to fines incurred by our Club, as per Constitution ruling, Committee to oversee any problem with Coaches.
 3. Mr Neil Bassam was elected a LIFE MEMBER of KANWAL ROVERS FOOTBALL CLUB from this date. (Thus Mr Bassam and all other LIFE MEMBERS of the Kanwal Rovers Football Club become automatic LIFE MEMBERS OF KANWAL-WARNERVALE ROVERS FOOTBALL CLUB INC.)
- CLUB BY-LAWS**

AGM 10/10/1994:

1. Should a team reach the Grand-Final of their division, all players in that team will receive a Polo style shirt with the Club emblem, their age division and Grand-Finalist for the appropriate year. (Changed at AGM 12/10/1998.)
- CLUB BY-LAWS**

AGM 9/10/1995:

1. The Club is required to apply It's profits, if any, and other income to the promotion of It's objects or to purposes provided for by any such Law; and is prohibited from paying dividends or distributing profits or income, to It's shareholders or members.
2. If any competition team wins the League Championship or Grand-Final, this team, instead of trophies, is to receive Club jackets – providing the Club is financial at the time as defined by the Committee. (Changed at AGM 12/10/1998.)
3. THE KANWAL ROVERS SOCCER CLUB INC. TO CHANGE IT'S TITLE FROM KANWAL ROVERS SOCCER CLUB INC. TO: KANWAL-WARNERVALE ROVERS SOCCER CLUB INC. (This has been effected and the new name registered by the Dept. of Fair Trading on December 19th. 1995.)

NOTE: The foregoing By-Laws (pages 1-5 inclusive) having been adopted at various Annual Meetings of the former Kanwal Rovers Soccer Club Inc. – become By-Laws of the Newly incorporated Kanwal-Warnervale Rovers Soccer Club Inc. as of and from 19th December 1995 and remain in force unless rescinded or amended in accordance with The Club's Constitution.

CLUB BY-LAWS

AGM 14/10/1996:

(1.) RESCIND BY-LAW 3 (12/10/1992)

“Any Coach that plays for the Club must pay his/her registration fee, afterwhich they may then submit a claim for consideration of a refund at the end of the season.”

SUBSTITUTE BY-LAW 1 (14/10/1996)

1. Any Coach that plays for the Club must pay his/her registration fee, afterwhich they may then submit a claim for consideration of a refund, but not of the capitation fee required to be paid to the C.C.S.A.// C.C.W.S.A.

(2.) INTERPRETATION OF ARTICLE 10 (2) OF CONSTITUTION

("...or, where some other amount is determined by the Committee, that other amount:-)

2. That in accordance with Article 10 (2) of the Constitution the Annual Membership fee for 1996/7 be Two Dollars (\$2.00) for all Ordinary Members, NO fee for our Life Members but that the \$2.00 Annual fee be part of the Registration fees of all registered players, that all paid up members over the age of 18 years entitled to speak and vote at the General Meetings and in the case of Juniors (under 18 years) may be represented by a parent or guardian (one per player) as proxy providing they have registered their Name with the Club.

3. STRIP.

Strip to be amended by – STRAIGHT BLACK SOCKS or if unacceptable by C.C.S.A. -BLACK SOCKS WITH GREEN AND YELLOW STRIP AT TOP (horizontal).

CLUB BY-LAWS

AGM 13/10/1997:

A player should be recognised for 10 years – 15 years – 20 years services but must be consecutive years (representation Football excluded.) And at the discretion of the Committee, what the appropriate gift would be. (Changed at AGM 27/10/2004)

CLUB BY-LAWS

AGM 12/10/1998: *(Jan 2008 Rule 42 Clause 42.1 to 42.9 items 1 to 9 inclusive)*

1. To delete from the Constitution & By-Laws of Kanwal Warnervale Rovers Football Club Inc. all previous references to the awarding of any sort of Club jackets to players and/or Coaches & Managers involved in winning the League Championship, and/or Grand-Final. (Rescind By-Laws 12/10/1993 No.1, Rescind By-Laws 10/10/1994 No. 1, & By-Laws 9/10/1995 No. 2.)

2. At the discretion of the Club Committee, and if the Committee determines that the Club is financially able to meet all of its commitments for the season, any team that wins the League Championship and wins the Grand-Final, will receive a Club Jacket and suitably endorsed Undefeated (if applicable) League Champions & Premiers.

All the players plus 1 coach & 1 Manager would be eligible for the Jacket. If a team achieves this feat for two consecutive seasons, a jacket will not be provided for the second seasons success, however, endorsement of the previous seasons jacket will be carried out by the Club. If a team has a new player/s for the second season, that player/s shall receive a jacket.

3. At the discretion of the Club Committee, and if the Committee determines that the Club is financially able to meet all of its commitments for the season, any team that wins the League Championship, but loses the Grand-Final, will receive a club polo shirt endorsed Undefeated (if applicable) League Champions & Grand-Final Runners-Up. All the players Plus 1 Coach & 1 Manager would be eligible for the shirt.

4. At the discretion of the Club Committee, and if the Committee determines that the Club is financially able to meet all of its commitments for the season, any team that plays in the Grand-Final, a winning Grand-Final team will receive a club polo shirt endorsed Premiers. A losing Grand-Final team will receive a suitably engraved Trophy. All the players plus 1 Coach & 1 Manager would be eligible for the shirt or Trophy.

5. At the discretion of the Club Committee, and if the Committee determines that the Club is financially able to meet all of its commitments for the season, any team that wins the League Championship, Grand-Final or both, may make application to the Committee to Substitute the jacket or shirt as the case may be, for a similar award (eg; Club bags, Trophies etc.) not exceeding the cost value that may otherwise have been incurred by The Club.

6. At the discretion of the Club Committee, and if the Committee determines that the Club is financially able to meet all of its commitments for the season, any team that qualifies for Semi-Finals & Finals but does not contest in the Grand-Finals shall receive a suitable engraved trophy.

Accepted 3 November 2008

7. At the discretion of the Club Committee, and if the Committee determines that the Club is financially able to meet all of its commitments for the season, all Junior Players shall receive a suitable Pennant, Medallion or Trophy as a momenta of their participation of the season. Under 16 years players may receive a key ring.

8. At the discretion of the Club Committee and if the Committee determines that the Club is financially able to meet all of its commitments for the season, all Under 18 & Senior Players shall receive a suitable Pennant, Key ring or Medallion as a momenta of their participation of the season.

9. The Best & Fairest Trophy from each team re renamed the Most Consistent Player. This would still be as per a 3 – 2 – 1 points system. The awarding of the points should be a collective decision certified by at least 4 unrelated persons each week, preferably the Coach, the Manager & 2 others. The Committee reserves the right to intervene in certain circumstances.

10. Mrs Chris Tatum was elected a Life Member of Kanwal-Warnervale Rovers Football Club Inc.

CLUB BY-LAWS

AGM 18/10/1999

NO CHANGE.

CLUB BY-LAWS

AGM 23/10/2000

Mr Ken Baker was elected a Life Member of Kanwal-Warnervale Rovers Football Club Inc.

CLUB BY-LAWS

AGM 29/10/2001

1. Mr Ross Ankrett was elected a Life Member of Kanwal-Warnervale Rovers Football Club Inc.

2. Most Improved Player to be renamed Coaches' Award from 5 to Senior ranks and to select one player per team per age and a trophy marked accordingly.

(Changed at AGM 27/10/2004)

CLUB BY-LAWS

AGM 4/11/2002

Darin Butcher, Adam Barnes, Rod Thomas and Patrick Tatum were elected Life Members of Kanwal-Warnervale Rovers Football Club Inc.

Last Update 31st January 2007

CLUB BY-LAWS

AGM 29/10/2003

NO CHANGE.

Last Update 31st January 2007

CLUB BY-LAWS

AGM 27/10/2004

1. To play by, uphold and abide by, the laws of Football laid down from time to time by FIFA, F.A. (England) Handbook and the Football NSW subject to local rules affecting all grades played under the Central Coast Football Association Limited control.
 2. Most Improved Player to be renamed Coaches' Award from 10 to Senior ranks and to select one player per team per age and a trophy marked accordingly. (*Jan 2008 Rule 42 Clause 42.10*)
 3. Non Comp teams under 5's to under 9's not required to submit 321 points each week for most consistent player.
 4. A player or member who holds a committee, coach or managers position should be recognised for 10 years – 15 years – 20 years services but must be consecutive years (representation Football excluded.) And at the discretion of the Committee, what the appropriate gift would be.
 5. The amount set for registration by the Central Coast Football Association for senior and juniors must be paid in full on registering a player and the balance of the registration owing to the club to be paid prior to the first competition game. Under no circumstances should a player play a trial game without the Central Coast Football Association payment being made.
- Last Update 31st January 2007

CLUB BY-LAWS

AGM 24/10/2005

1. No player is able to dual register until after team nomination night set down by the Association, and dual registration amount to be paid is at the discretion of the committee. The minimum amount charged shall cover all club and Association costs
 2. Any dual registrations must pay match fees in both teams in which they participate as they are separate competitions on different days.
 3. All teams arranging individual sponsorship in any form must have the sponsorship sanctioned by the Club and 20% of total sponsorship must go to the Club
 4. Match fees are due weekly and must be paid to the Club within two weeks. Failure to comply will see the offending team withdrawn from the competition until outstanding amount is paid. If any Association fines occur due to the forfeit the team is responsible for the fine and cant play until this is finalised.
 5. All team social shirts/jackets must approved by the club due to the variation being experienced from team to team. Under no circumstances is the club logo or emblem used on non approved shirts or jackets
 6. To change the club name from "Kanwal Warnervale Rovers Football Club Inc" to "Kanwal Warnervale Rovers Football Club Inc".
- Last Update 31st January 2007

CLUB BY-LAWS

AGM 1/10/2006

1. The coaches award for 1st grade only is to be known as the "Craig Tonkiss Coaches Award" plaque donated by the Tonkiss Family and each year a pewter to be presented with the engraving "The Tonks Award" then the word "RESPECT" then the respective year and players name.
 2. "To rescind By Law vote on the 14/10/91 Junior Player Of The Year" replaced by "Junior Boys Player of the Year" and "Junior girls Player of the Year".
 3. Once a player has played in a trial game for the club the Central Coast Football (CCF) registration component can not be refunded, but can be transferred to another CCF affiliated club.
 4. The Number 2 shirt to be retired from the 1st grade team for the initial life of the "Craig Tonkiss Coaches Award" (ie 10 years 2006-2016).
- Last Update 31st January 2007

Accepted 3 November 2008

CLUB BY-LAWS

AGM 3/11/2008 these have been adopted into the Constitution

1. Annual General Meeting to be held each year on the 2nd (second) Monday in October subject to venue availability.
(added to 38.1 a) 3/11/08)
2. The Position of First Grade Coach and Second Grade Coach to be advertised each season. However, the Committee have the right to sign a Coach for a maximum of 2 (two) years, or in Special circumstances a Coach may be appointed mid season for the coming year if it could be a benefit to the Club, (eg A Coach with good credentials. Playing Life Members along with the Committee should be part of the decision making.
(added to 48f i) 3/11/08)