

**CONSTITUTION
OF
KILLARA NETBALL CLUB INCORPORATED**
August 2016

Contents

Part 1 - Preliminary	4
1. Name of Club and Affiliation	4
2. Definitions.....	4
3. Club Colours	4
4. Objectives of the Club	4
Part 2 - Membership	5
5. Application for membership	5
6. Membership categories	5
7. Cessation of membership	6
8. Resignation of membership	6
9. Register of members	7
10. Fees and subscriptions	7
11. Members' liabilities	8
12. Disciplining of members	8
13. Right of appeal of disciplined member	9
Part 3 - The Management Committee	9
14. Powers of the Management Committee	9
15. Composition and membership of Management Committee	10
16. Election of Management Committee members	10
17. Casual vacancies	11
18. Removal of Management Committee members	12
19. Management Committee meetings and quorum	12
20. Delegation by Management Committee to sub-committee	13
21. Voting and decisions	14
Part 4 - General meetings	14
22. Annual general meetings - holding of	14
23. Annual general meetings - calling of and business at	14
24. Special general meetings - calling of	15
25. Notice	15
26. Quorum for general meetings	16
27. Presiding member	16
28. Adjournment	17
29. Making of decisions	17
30. Special resolutions	17
31. Voting	18
Part 5 - Miscellaneous	18
32. Insurance	18
33. Funds - source	18
34. Funds - management	18

35. Enforcement of the constitution	19
36. Alterations to the constitution, rules and by-laws	19
37. Custody of books etc	19
38. Inspection of books etc	19
39. Service of notices	20
40. Financial year	20
41. Dissolution of the Club	20

Part 1 – Preliminary

1. *Name of Club and Affiliation*

- (1) The Club shall be called Killara Netball Club Incorporated and shall be affiliated to:
- (a) Kuring-Gai Netball Association Incorporated (hereinafter called "KNA"); and
 - (b) Netball New South Wales (hereinafter called "NNSW").

2. *Definitions*

- (1) In this constitution:

Ordinary Committee Member means a member of the Management Committee who is not an office bearer of the Club.

the Act means the *Associations Incorporation Act 2009*.

the Club means the Killara Netball Club Incorporated

the Management Committee means the committee referred to in part 3 of this constitution.

the Regulation means the *Associations Incorporation Regulation 2010*.

- (2) In this constitution:

- (a) a reference to a function includes a reference to a power, authority and duty, and
- (b) a reference to the exercise of a function includes, if the function is a duty, a reference to the performance of the duty.

- (3) The provisions of the *Interpretation Act 1987* apply to and in respect of this constitution in the same manner as those provisions would so apply if this constitution were an instrument made under the Act.

3. *Club Colours*

- (1) The Club colours shall be pink, sky blue, navy blue, and white.

4. *Objectives of the Club*

- (1) The objectives of the Club shall be to:
- (a) further the interests of the Club members and others in the game of netball;
 - (b) support the KNA, NNSW and other organisations as decided by the Management Committee from time to time;
 - (c) encourage sportsmanship between Club members and towards others; and

(d) to select and manage teams in an encouraging and positive environment, free of discrimination based on gender, religion, race or ethnicity, and solely for the purposes of furthering the interests of the sport of netball and the Club generally.

Part 2 – Membership

5. Application for membership

(1) Application for membership shall:

(a) be made in writing or electronically by the application form supplied by the Club, and

(b) lodged with the Registrar of the Club together with any membership fee payable.

(2) The Management Committee may accept or reject an application and shall not be required or compelled to provide any reason for such acceptance or rejection.

(3) No person financially indebted to or under suspicion of any other affiliated netball club shall knowingly be admitted to membership or allowed to use the Club facilities.

6. Membership categories

(1) Membership categories shall be in accordance with NNSW and include the following:

(a) ordinary member:

(i) must have reached or will reach the age of 18 by December 31 in the year of play;

(ii) is entitled to vote on all matters at the annual general meeting and any special general meetings;

(iii) may hold any position in the Club; and

(iv) is entitled to act as a delegate of the Club at KNA or NNSW meetings.

(b) junior member;

(i) have reached or will reach up to the age of 17 by December 31 in the year of play; and

(ii) is not entitled to attend Club meetings or vote on any matters.

NOTE: one parent/legal guardian of each junior member is entitled to attend the annual general meeting and any special general meetings and vote on matters in place of their child. The parent may act as a delegate of the Club at KNA and NNSW meetings.

- (c) associate member;
 - (i) is a person of either gender who would like to be active in the Club;
 - (ii) is entitled to vote on all matters at the annual general meeting and any special general meetings; and
 - (iii) is entitled to hold any position in the Club; and
 - (iv) is entitled to act as a delegate of the Club at KNA and NNSW meetings.
- (d) life member;
 - (i) is elected by the Club in recognition of outstanding service to the Club;
 - (ii) is entitled to vote on all matters at the annual general meeting and any special general meetings.

The process for electing a life member is as follows:

- (iii) the member is nominated by two (2) Club members in writing to the Secretary at least (1) one month prior to a special general meeting or annual general meeting; and
 - (iv) the nomination for life membership must be accepted by two-thirds (2/3) of the members present and voting at the special general meeting or annual general meeting.
- (2) All membership categories require the member to be financial for the playing year in order to execute their rights as listed above. Life membership is automatically financial.
- (3) Membership rights are not transferable.

7. Cessation of membership

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

- (a) dies, or
- (b) resigns membership, or
- (c) is expelled from the Club, or
- (d) fails to pay the annual membership fee within 3 months after the fee is due.

8. Resignation of membership

- (1) A member of the Club may resign from membership of the Club by first giving to the Secretary written notice of at least one month (or such other period as the Management Committee may determine) of the member's intention to resign and, on the expiration of the period of notice, the member ceases to be a member.

- (2) If a member of the Club ceases to be a member under subclause (1), and in every other case where a member ceases to hold membership, the Secretary must make an appropriate entry in the register of members recording the date on which the member ceased to be a member.

9. Register of members

- (1) The Registrar/Public Officer of the Club must establish and maintain a register of members of the Club specifying the name and postal or residential address of each person who is a member of the Club together with the date on which the person became a member.
- (2) The register of members must be kept in New South Wales:
- (a) at the main premises of the Club, or
 - (b) if the Club has no premises, at the Club Secretary's address.
- (3) The register of members must be open for inspection, free of charge, by any member of the Club at any reasonable hour.
- (4) If a member requests that any information contained on the register about the member (other than the member's name) not be available for inspection, that information must not be made available for inspection.
- (5) A member must not use information about a person obtained from the register to contact or send material to the person, other than for:
- (a) the purposes of sending the person a newsletter, a notice in respect of a meeting or other event relating to the Club or other material relating to the Club, or
 - (b) any other purpose necessary to comply with a requirement of the Act or the Regulation.

10. Fees and subscriptions

- (1) Membership fees shall be fixed by the Management Committee at the first meeting following the KNA annual general meeting, and the decision shall take effect immediately.
- (2) A member of the Club must, on admission to membership, pay to the Club the membership fee.
- (3) A member must pay the membership fee annually upon renewing their membership to the Club.
- (4) Fees must be paid by 1 March of each year, or at another date as determined by the Management Committee. A member will not be permitted to exercise any rights

under this constitution or play netball for the Club until the membership fee has been paid in full.

(5) The Management Committee may set levies or other fees in addition to the membership fee at their discretion.

11. Members' liabilities

The liability of a member of the Club to contribute towards the payment of the debts and liabilities of the Club or the costs, charges and expenses of the winding up of the Club is limited to the amount, if any, unpaid by the member in respect of membership of the Club as required by clause 10.

12. Disciplining of members

(1) A complaint may be made to the Management Committee by any person that a member of the Club:

(a) has refused or neglected to comply with a provision or provisions of this constitution, or

(b) has wilfully acted in a manner prejudicial to the objects and interests of the Club.

(2) The Management Committee may refuse to deal with a complaint if it considers the complaint to be trivial or vexatious in nature.

(3) If the Management Committee decides to deal with the complaint, the Management Committee:

(a) must cause notice of the complaint to be served on the member concerned, and

(b) must give the member at least 14 days from the time the notice is served within which to make submissions to the committee in connection with the complaint, and

(c) must take into consideration any submissions made by the member in connection with the complaint.

(4) The Management Committee may, by resolution, expel the member from the Club or suspend the member from membership of the Club if, after considering the complaint and any submissions made in connection with the complaint, it is satisfied that the facts alleged in the complaint have been proved and the expulsion or suspension is warranted in the circumstances.

(5) If the Management Committee expels or suspends a member, the Secretary must, within 7 days after the action is taken, cause written notice to be given to the

member of the action taken, of the reasons given by the Management Committee for having taken that action and of the member's right of appeal under clause 13.

(6) The expulsion or suspension does not take effect:

- (a) until the expiration of the period within which the member is entitled to appeal against the resolution concerned, or
- (b) if within that period the member exercises the right of appeal, unless and until the Club confirms the resolution under clause 13, whichever is the later.

13. Right of appeal of disciplined member

(1) A member may appeal to the Club in a special general meeting against a resolution of the Management Committee under clause 12, within 7 days after notice of the resolution is served on the member, by lodging with the Secretary a notice to that effect.

(2) The notice may, but need not, be accompanied by a statement of the grounds on which the member intends to rely for the purposes of the appeal.

(3) On receipt of a notice from a member under subclause (1), the Secretary must notify the Management Committee which is to convene a special general meeting of the Club to be held within 28 days after the date on which the Secretary received the notice.

(4) At a special general meeting of the Club convened under subclause (3):

- (a) no business other than the question of the appeal is to be transacted, and
- (b) the Management Committee and the member must be given the opportunity to state their respective cases orally or in writing, or both, and
- (c) the members present are to vote by secret ballot on the question of whether the resolution should be confirmed or revoked.

(5) The appeal is to be determined by a simple majority of votes cast by members of the Club.

Part 3 - The Management Committee

14. Powers of the Management Committee

(1) Subject to the Act, the Regulation and this constitution and to any resolution passed by the club in general meeting, the Management Committee:

- (a) is to control and manage the affairs of the Club,

(b) may exercise all such functions as may be exercised by the Club, other than those functions that are required by this constitution to be exercised by a general meeting of members of the Club, and

(c) has power to perform all such acts and do all such things as appear to the Management Committee to be necessary or desirable for the proper management of the affairs of the Club.

15. Composition and membership of Management Committee

(1) The Management Committee is to consist of:

(a) the office-bearers of the Club, and

(b) at least 2 ordinary members, (known as Ordinary Committee Members) each of whom is to be elected at the annual general meeting of the Club under clause 16.

(2) The total number of committee members is to be seven (7).

(3) The office-bearers of the Club are as follows:

(a) the President/Registrar,

(b) the Secretary/Public Officer,

(c) the Treasurer,

(d) the Vice-President

(e) the NetSetGo Coordinator

(4) Each member of the committee is, subject to this constitution, to hold office until the conclusion of the annual general meeting following the date of the member's election, but is eligible for re-election.

(5) The specific powers and responsibilities to be exercised by each of the office-bearers are to be determined by the Management Committee as they see fit.

16. Election of Management Committee members

(1) Nominations of candidates for election as office-bearers of the Club or as Ordinary Committee Members shall be made orally or in writing at the annual general meeting and must be seconded.

(2) Candidates will then indicate their consent to the nomination, or if absent from the annual general meeting, must have previously notified the Secretary in writing accepting of the nomination.

(3) If insufficient nominations are received to fill all vacancies on the committee, the candidates nominated are taken to be elected and further nominations are to be received at the annual general meeting.

- (4) If insufficient further nominations are received, any vacant positions remaining on the committee are taken to be casual vacancies.
- (5) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected.
- (6) If the number of nominations received exceeds the number of vacancies to be filled, a ballot is to be held.
- (7) The ballot for the election of office-bearers and Ordinary Committee Members of the Management Committee is to be conducted at the annual general meeting in such usual and proper manner as the Management Committee may direct.
- (8) A person nominated as a candidate for election as an office-bearer or as an Ordinary Committee Member of the Club must be a member of the Club.
- (9) Existing office bearers shall be eligible for re-election.
- (10) A member may hold only one office bearing role in a year, unless a member appointed to an office bearing role is also appointed a casual vacancy position under clause 17.

17. Casual vacancies

- (1) In the event of a casual vacancy occurring in the membership of the Management Committee, the Management Committee may appoint a member of the Club to fill the vacancy and the member so appointed is to hold office, subject to this constitution, until the conclusion of the annual general meeting next following the date of the appointment.
- (2) A casual vacancy in the office of a member of the Management Committee occurs if the member:
 - (a) dies, or
 - (b) ceases to be a member of the Club, or
 - (c) becomes an insolvent under administration within the meaning of the *Corporations Act 2001* of the Commonwealth, or
 - (d) resigns office by notice in writing given to the Secretary, or
 - (e) is removed from office under clause 18, or
 - (f) becomes a mentally incapacitated person, or
 - (g) is absent without the consent of the Management Committee from 3 consecutive meetings of the Management Committee other than where such absence is a leave of absence referred to in 17 (3), or
 - (h) is convicted of an offence involving fraud or dishonesty for which the maximum penalty on conviction is imprisonment for not less than 3 months, or

- (i) is prohibited from being a director of a company under Part 2D.6 (Disqualification from managing corporations) of the *Corporations Act 2001* of the Commonwealth.
- (3) An apology communicated to the Secretary in advance of the meeting shall be accepted as leave of absence.

18. Removal of Management Committee members

- (1) The Club in general meeting may by resolution remove any member of the Management Committee from the office of member before the expiration of the member's term of office and may by resolution appoint another person to hold office until the expiration of the term of office of the member so removed.
- (2) If a member of the Management Committee to whom a proposed resolution referred to in subclause (1) relates makes representations in writing to the Secretary or President (not exceeding a reasonable length) and requests that the representations be notified to the members of the Club, the Secretary or the President may send a copy of the representations to each member of the Club or, if the representations are not so sent, the member is entitled to require that the representations be read out at the meeting at which the resolution is considered.

19. Management Committee meetings and quorum

- (1) The Management Committee must meet at least two (2) times in each period of 12 months at such place and time as the Management Committee may determine.
- (2) Additional meetings of the Management Committee may be convened by the President or by any member of the Management Committee.
- (3) Oral or written notice of a meeting of the Management Committee must be given by the Secretary to each member of the Management Committee at least 48 hours (or such other period as may be unanimously agreed on by the members of the Management Committee) before the time appointed for the holding of the meeting.
- (4) Notice of a meeting given under subclause (3) must specify the general nature of the business to be transacted at the meeting and no business other than that business is to be transacted at the meeting, except business which the committee members present at the meeting unanimously agree to treat as urgent business.
- (5) Any 4 members of the committee constitute a quorum for the transaction of the business of a meeting of the Management committee.
- (6) No business is to be transacted by the Management Committee unless a quorum is present and if, within half an hour of the time appointed for the meeting, a quorum

is not present, the meeting is to stand adjourned to a time, date and place decided by the President.

(7) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting is to be dissolved.

(8) At a meeting of the committee:

(a) the President or, in the President's absence, the vice-President is to preside, or

(b) if the President and the vice-President are absent or unwilling to act, such one of the remaining members of the committee as may be chosen by the members of the Management Committee present at the meeting is to preside.

20. Delegation by Management Committee to sub-committee

(1) The Management Committee may, by instrument in writing, delegate to one or more sub-committees (consisting of such member or members of the Club as the Management Committee thinks fit) the exercise of such of the functions of the Management committee as are specified in the instrument, other than:

(a) this power of delegation, and

(b) a function which is a duty imposed on the Management Committee by the Act or by any other law.

(2) A function the exercise of which has been delegated to a sub-committee under this clause may, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation.

(3) A delegation under this clause may be made subject to such conditions or limitations as to the exercise of any function, or as to time or circumstances, as may be specified in the instrument of delegation.

(4) Despite any delegation under this clause, the Management Committee may continue to exercise any function delegated.

(5) Any act or thing done or suffered by a sub-committee acting in the exercise of a delegation under this clause has the same force and effect as it would have if it had been done or suffered by the Management Committee.

(6) The Management Committee may, by instrument in writing, revoke wholly or in part any delegation under this clause.

(7) A sub-committee may meet and adjourn as it thinks proper.

(8) The President, Secretary and Treasurer shall be ex-officio members of all sub-committees.

(9) While a sub-committee is in operation it shall submit a written update report to the Secretary prior to each Management Committee meeting for consideration by the Management Committee.

21. Voting and decisions

(1) Questions arising at a meeting of the Management committee or of any sub-committee appointed by the Management Committee are to be determined by a majority of the votes of members of the Management Committee or sub-committee present at the meeting.

(2) Each member present at a meeting of the Management Committee or of any sub-committee appointed by the Management Committee (including the person presiding at the meeting) is entitled to one vote but, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.

(3) The Management committee may act despite any vacancy on the Management committee.

(4) Any act or thing done or suffered, or purporting to have been done or suffered, by the Management committee or by a sub-committee appointed by the Management Committee, is valid and effectual despite any defect that may afterwards be discovered in the appointment or qualification of any member of the Management Committee or sub-committee.

Part 4 - General meetings

22. Annual general meetings - holding of

(1) The Club must hold its annual general meetings:

(a) within 6 months after the close of the Club's financial year.

23. Annual general meetings - calling of and business at

(1) The annual general meeting of the Club is, subject to the Act and to clause 22, to be convened on such date and at such place and time as the Management Committee thinks fit.

(2) In addition to any other business which may be transacted at an annual general meeting, the business of an annual general meeting is to include the following:

(a) to confirm the minutes of the last preceding annual general meeting and of any special general meeting held since that meeting,

- (b) to receive from the Management Committee reports on the activities of the Club during the last preceding financial year,
 - (c) to elect office-bearers of the Club and Ordinary Committee Members,
 - (d) to receive and consider any financial statement or report required to be submitted to members under the Act.
- (3) An annual general meeting must be specified as such in the notice convening it.

24. Special general meetings - calling of

- (1) The Management Committee may, whenever it thinks fit, convene a special general meeting of the Club.
- (2) The Management Committee must, on the requisition in writing of at least 5% members, convene a special general meeting of the Club.
- (3) A requisition of members for a special general meeting:
- (a) must state the purpose or purposes of the meeting, and
 - (b) must be signed by the members making the requisition, and
 - (c) must 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.
- (4) If the Management Committee fails to convene a special general meeting to be held within 1 month after that date on which a requisition of members for the meeting is lodged with the Secretary, any one or more of the members who made the requisition may convene a special general meeting to be held not later than 3 months after that date.
- (5) A special general meeting convened by a member or members as referred to in subclause (4) must be convened as nearly as is practicable in the same manner as general meetings are convened by the Management Committee.

25. Notice

- (1) Except if the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Club, the Secretary must, at least 14 days before the date fixed for the holding of the general meeting, give a notice to each member specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.
- (2) If the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Club, the Secretary must, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be given to each

member specifying, in addition to the matter required under subclause (1), the intention to propose the resolution as a special resolution.

(3) No business other than that specified in the notice convening a general meeting is to be transacted at the meeting except, in the case of an annual general meeting, business which may be transacted under clause 23 (2).

(4) A member desiring to bring any business before a general meeting may give notice in writing of that business to the Secretary who must include that business in the next notice calling a general meeting given after receipt of the notice from the member.

26. Quorum for general meetings

(1) No item of business is to be transacted at a general meeting unless a quorum of members entitled under this constitution to vote is present during the time the meeting is considering that item.

(2) Five members present (being members entitled under this constitution to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.

(3) Each member present at the meeting shall sign an attendance book and state the basis on which they are entitled to vote at the meeting.

(4) If within half an hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting:

(a) if convened on the requisition of members, is to be dissolved, and

(b) in any other case, is to stand adjourned to the same day in the following week at the same time and (unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.

(5) If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being at least 3) are to constitute a quorum.

27. Presiding member

(1) The President or, in the President's absence, the vice-President, is to preside as chairperson at each general meeting of the Club.

(2) If the President and the vice-President are absent or unwilling to act, the members present must elect one of their number to preside as chairperson at the meeting.

28. Adjournment

(1) The chairperson of a general meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place, but no business is to be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

(2) If a general meeting is adjourned for 14 days or more, the Secretary must give written or oral notice of the adjourned meeting to each member of the Club stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.

(3) Except as provided in subclauses (1) and (2), notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

29. Making of decisions

(1) A question arising at a general meeting of the Club is to be determined by either:

- (a) a show of hands, or
- (b) if on the motion of the chairperson or if 5 or more members present at the meeting decide that the question should be determined by a written ballot—a written ballot.

(2) If the question is to be determined by a 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.

(3) If the question is to be determined by a written ballot, the ballot is to be conducted in accordance with the directions of the chairperson.

30. Special resolutions

(1) A resolution is passed by the Club as a special resolution:

- (a) at a meeting of the Club which notice has been given in accordance with clause 25(2), and
- (b) if it is supported by at least $\frac{3}{4}$ of the votes cast by members of the Club who, under this constitution, are entitled to vote on the proposed resolution.

31. Voting

- (1) On any question arising at a general meeting of the Club a member has one vote only.
- (2) In the 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.
- (3) A member is not entitled to vote at any general meeting of the Club unless all money due and payable by the member to the Club has been paid.

Part 5 - Miscellaneous

32. Insurance

The Club may effect and maintain insurance.

33. Funds - source

- (1) The funds of the Club are to be derived from entrance fees and annual subscriptions of members, donations and, subject to any resolution passed by the Club in general meeting, such other sources as the Management Committee determines.
- (2) All money received by the Club must be deposited as soon as practicable and without deduction to the credit of the Club's bank or other authorised deposit-taking institution account.
- (3) The Club must, as soon as practicable after receiving any money, issue an appropriate receipt.

34. Funds - management

- (1) Subject to any resolution passed by the Club in general meeting, the funds of the Club are to be used in pursuance of the objects of the Club in such manner as the Management Committee determines.
- (2) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by any 2 members of the Management Committee or

employees of the Club, being members or employees authorised to do so by the Management Committee.

35. Enforcement of the constitution

(1) The Management Committee shall have power to adjudicate upon all questions and disputes as to the interpretation of this constitution, rules and by-laws of the Club.

(2) Upon notice of a question or dispute submitted to the Management Committee, the Management Committee is required to adjudicate on the matter within twenty-one (21) days. The Management Committee must notify the member or members that submitted the question or dispute the Management Committee's decision in writing.

(3) The member(s) have seven (7) days following receipt of the Management Committee's decision to lodge an appeal to the decision. An appeal should be lodged in writing and submitted to the Management Committee for consideration.

36. Alterations to the constitution, rules and by-laws

The constitution, rules and by-laws of the Club may be altered by a special resolution passed by a $\frac{3}{4}$ majority of the present members eligible to vote at either a special general meeting or annual general meeting.

37. Custody of books etc

Except as otherwise provided by this constitution, the Registrar/President must keep in his or her custody or under his or her control all records, books and other documents relating to the Club.

38. Inspection of books etc

(1) The following documents must be open to inspection, free of charge, by a member of the Club at any reasonable hour:

- (a) records, books and other financial documents of the Club,
- (b) this constitution,
- (c) minutes of all Management Committee meetings, sub-committee meetings and general meetings of the Club.

39. Service of notices

(1) For the purpose of this constitution, a notice may be served on or given to a person:

- (a) by delivering it to the person personally, or
- (b) by sending it by post to the address of the person, or
- (c) by sending it by e-mail to the e-mail address of the person.

(2) For the purpose of this constitution, a notice is taken, unless the contrary is proved, to have been given or served:

- (a) in the case of a notice given or served personally, on the date on which it is received by the addressee, and
- (b) in the case of a notice sent by post, on the date when it would have been delivered in the ordinary course of post, and
- (c) in the case of a notice sent by e-mail, one (1) day after the e-mail was sent.

40. Financial year

(1) The financial year of the Club is:

- (a) the period of time commencing on the date of incorporation of the Club and ending on the following 30 September, and
- (b) each period of 12 months after the expiration of the previous financial year of the Club, commencing on 1 October and ending on the following 30 September.

41. Dissolution of the Club

(1) The Club shall only be dissolved by:

- (a) a special resolution passed by a $\frac{3}{4}$ majority of the members present and eligible to vote at either a special general meeting or annual general meeting.

(2) On dissolution of the Club:

- (a) any property whatsoever remaining after the determination of settlement of all debts and liabilities of the Club shall be paid or transferred to the KNA to be used in the promotion of netball.