



BULLDOG PRIDE – CONSTITUTION

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The persons who from time to time are members of the Association are an association by the name given in Rule 1 of these rules. These rules are taken to constitute the terms of a contract between the Association and its members.

PART 1 - PRELIMINARY

1. Name

The name of the Association is Bulldog Pride.

2. Purpose

- a) Bulldog Pride is a coterie group made up of Western Bulldogs supporters who identify as LGBTIQ or as an ally of the LGBTIQ community.
- b) Bulldog Pride holds and participates in inclusive events and activities that bring LGBTIQ Bulldog supporters together and/or that build support for the club amongst the broader LGBTIQ community.
- c) Bulldog Pride supports the Western Bulldogs to create a safe, welcoming and inclusive environment for its LGBTIQ supporters and players.
- d) Bulldog Pride works collaboratively with other LGBTIQ AFL club supporter groups and the Australian Football League to promote diversity and equality in the AFL and across the community more broadly.

3. Powers of the Association

- a) The Association has power to do all things incidental or conducive to achieve its purpose.
- b) Without limiting subrule (a), the Association may:
 - o acquire, hold and dispose of real or personal property;
 - o open and operate accounts with financial institutions;
 - o invest its money in any security in which trust monies may lawfully be invested;
 - o raise and borrow money on any terms and in any manner as it thinks fit;
 - o secure the repayment of money raised or borrowed or the payment of a debt of liability;
 - o appoint agents to transact business on its behalf;
 - o enter into any other contract it considers necessary or desirable.
- c) The Association may only exercise its powers and use its income and assets for its purposes.

4. Not for profit organisation

- a) The Association must not distribute any surplus, income or assets directly or indirectly to its members.
- b) Subrule (a) does not preclude the Association from reimbursing a member for expenses properly incurred by the member or for goods and services provided by the member provided this is done on good faith on terms no more favourable than if the member was not a member.

5. Financial year

The financial year of the Association is each period of 12 months ending on 31 December.

PART 2 - MEMBERSHIP

6. Minimum number of members

The Association must have at least 7 members.

7. Who is eligible to be a member

Any LGBTIQ person or ally who supports the Western Bulldogs and supports the purposes of the Association is eligible for membership.

8. Application for membership

- a) To apply to become a member of the Association, a person must complete an application and submit it to a committee member stating that the person:
 - o wishes to become a member of the Association;

- is a member of the LGBTIQ community or ally of the community;
 - supports or is a financial member of the Western Bulldogs Football Club;
 - supports the purposes of the Association; and
 - agrees to comply with these Rules.
- b) The application:
- must be signed by the applicant; and
 - may be accompanied by the joining fee.

9. Consideration of application

- a) As soon as practicable after an application for membership is received, the Organising Committee must decide by resolution whether to accept or reject the application.
- b) The Organising Committee must notify the applicant in writing of its decision as soon as practicable after the decision is made.
- c) If the Organising Committee rejects the application it must return any money accompanying the application to the applicant.
- d) No reason need be given for the rejection.

10. New membership

- a) If the application for membership is approved by the Organising Committee the Secretary must, as soon as practicable, enter the name and address of the new member and the date of becoming a member in the Register of Members.
- b) A person becomes a member of the Association and subject to these rules is entitled to exercise his or rights of membership from the date, whichever is the later, on which
- the Organising Committee approves the persons membership; or
 - the person pays the joining fee.

11. Annual membership fee on joining

- a) At each Annual General Meeting, the Association must determine:
- the amount of the annual membership fee for that year; and
 - the date for payment of the annual membership fee.
- b) The Association may determine that a lower annual membership fee is payable by Associate Members.
- c) The Association may determine that any new member who joins after the start of a financial year must, for that financial year, pay a fee equal to:
- the full annual membership fee; or
 - a pro rata annual membership fee based on the remaining part of the financial year; or
 - a fixed amount determined from time to time by the Association.
- d) The rights of a member (including the right to vote) who has not paid the annual membership fee by the due date are suspended until the membership fee is paid.

PART 3 – MEMBERS RIGHTS AND OBLIGATIONS

12. General rights of members

- a) A member of the Association has the right:
- to receive notice of Annual General Meetings, Special General Meetings and of proposed Special Resolutions in the manner and time prescribed by these Rules; and
 - to submit items of business for consideration at a General Meeting; and
 - to attend and be heard at a General Meeting; and
 - to vote at a General Meeting; and
 - to have access to the minutes of General Meetings and other documents of the Association as provided under these rules; and
 - to receive notice of Organising Committee meetings; and
 - to submit items of business for consideration at an Organising Committee meeting; and

- to attend and contribute to discussions at an Organising Committee meeting; and
 - to assist in running activities coordinated through the Organising Committee; and
 - to have access to minutes of Organising Committee meetings; and
 - to nominate for the Organising Committee if they meet the requirements; and
 - to inspect the Register of Members.
- b) A member is entitled to all the rights specified in this rule if:
- the member is a member other than an Associate Member; and
 - more than 28 days have passed since they became a member of the Association; and
 - the members membership rights are not suspended for any reason.

13. Associate Members

- a) Associate Members of the Association include:
- any members under the age of 16 years; and
 - any other category of member as specified by Special Resolution at a Special General meeting.
- b) An Associate Member must not vote but may have other rights as determined by Special Resolution at a Special General Meeting.

14. Rights not transferable

The rights of a member are not transferable and end when membership ceases.

15. Ceasing as a member

- a) The membership of a person ceases on resignation, expulsion or death.
- b) If a person ceases to be a member of the Association, the Secretary must, as soon as practicable, enter the date the person ceased to be a member in the Register of Members.

16. Resigning as a member

- a) A member may resign by notice in writing given to the Association.
- b) A member is taken to have resigned if:
- the members annual membership fee is more than 3 months in arrears; or
 - where no annual membership fee is payable:
 - the Secretary has sent the member a written request, sent to the address (either postal or email) listed on the Register of Members, to confirm that they wish to remain a member; and
 - The member has not, within 3 months of that request being sent, confirmed in writing that they wish to remain a member.

17. Register of members

- a) The Secretary must keep and maintain a register of members that includes for each current member:
- the members name;
 - the preferred address (either postal or email) last given by the member;
 - the date of becoming a member;
 - the category of membership to which the member belongs; and
 - any other information determined by the Organising Committee; and
 - for each former member, the date of ceasing to be a member.
- b) Any member may, at a reasonable time and free of charge, inspect the register of members.
- c) Notwithstanding subrule (b), access to the personal information of a person recorded in the Register of Members may be restricted for privacy reasons.

PART 4 – DISCIPLINARY AND GRIEVANCE PROCESSES

18. Disciplinary Action

- a) The Association may take disciplinary action against a member if it is determined that the member:
- a. has failed to comply with these rules; or

- b. refuses to support the purposes of the Association; or
- c. has engaged in conduct prejudicial to the Association.

19. Disciplinary Subcommittee

- a) If the Organising Committee is satisfied there is sufficient grounds for taking disciplinary action against a member, the Organising Committee must appoint a Disciplinary Subcommittee to hear the matter and determine what action, if any, to take against the member.
- b) The members of the Disciplinary Subcommittee:
 - o may be members of the Organising Committee, members of the Association or anyone else; but
 - o must not be biased against or in favour of the member concerned.
- c) Before disciplinary action is taken against a member, the Secretary must give written notice to the member:
 - o stating that the Association proposes to take disciplinary action against the member; and
 - o stating the grounds for the proposed disciplinary action; and
 - o specifying the date, place and time of the meeting at which the Disciplinary Subcommittee intends to consider the disciplinary action; and
 - o advising the member that they may do one or both of the following:
 - attend the disciplinary meeting and address the Disciplinary Subcommittee at that meeting;
 - give a written statement to the Disciplinary Subcommittee at any time before the disciplinary meeting; and
 - o setting out the members appeal rights under these rules.
- d) The notice must be given no earlier than 28 days and no later than 14 days before the disciplinary meeting is held.

20. Disciplinary Subcommittee meeting

- a) At the disciplinary meeting, the Disciplinary Subcommittee must:
 - o give the member and opportunity to be heard; and
 - o consider any written statement submitted by the member.
- b) After complying with subrule (a) above, the Disciplinary Subcommittee will conduct a vote and may:
 - o take no further action against the member; or
 - o reprimand the member; or
 - o suspend the membership rights of the member for a specified period; or
 - o expel the member from the Association.
- c) The Disciplinary Subcommittee may not fine the member.
- d) The suspension of membership rights or the expulsion of a member by the Disciplinary Subcommittee under this rule takes effect immediately after the vote is passed.

21. Appeal rights regarding disciplinary action

- a) A person whose membership rights have been suspended or who has been expelled from the Association under Rule 21 may give notice to the effect that they wish to appeal against the suspension or expulsion.
- b) The notice must be in writing and given to the Secretary not later than 48 hours after the Disciplinary Subcommittee vote to suspend or expel the member.
- c) If a person gives notice under subrule (b), a Disciplinary Appeal meeting must be convened by the Organising Committee within 28 days after the notice is received.
- d) Notice of the Disciplinary Appeal meeting must be given to the member who has given notice of the appeal and to the Organising Committee as soon as practicable and must state:
 - o the date, time and place of the meeting; and
 - o the name of the person against whom the disciplinary action has been taken; and
 - o the grounds for taking that action; and
 - o the decision of the Disciplinary Subcommittee; and
 - o the order of business for the Disciplinary Appeal meeting; and

- that at the Disciplinary Appeal meeting, the Organising Committee members present must vote on whether the decision to suspend or expel the person should be upheld or revoked.

22. Disciplinary Appeal meeting

- a) A Disciplinary Appeal meeting must comprise not less than 4 members of the Organising Committee attending in person.
- b) An Organising Committee member may not vote by proxy at the Disciplinary Appeal meeting.
- c) No business other than the question of the appeal must be conducted.
- d) The order of business at a Disciplinary Appeal meeting shall be:
 - the person whose membership has been suspended or who has been expelled shall be given an opportunity to be heard;
 - the Organising Committee members comprising the Disciplinary Appeal meeting will then vote by secret ballot on the question of whether the decision to suspend or expel the person should be upheld or revoked.
- e) The decision is upheld if an absolute majority of Organising Committee members present at the Disciplinary Appeal meeting vote in favour of the decision.

23. Grievances

- a) This grievance procedure applies to disputes under these rules between
 - a member and another member;
 - a member and the Organising Committee;
 - a member and the Association.
- b) A member must not initiate a grievance procedure in relation to a matter that is the subject of a disciplinary procedure until the disciplinary procedure has finished.

24. Steps in a grievance procedure

- a) The parties to a dispute must attempt to resolve the dispute between themselves within 21 days of the dispute coming to the attention of each party.
- b) If the parties to the dispute are unable to resolve the dispute between the time required by subrule (a) the parties must, within 7 days:
 - notify the Organising Committee of the dispute;
 - agree to or request the appointment of a mediator; and
 - attempt in good faith to settle the dispute by mediation.
- c) The mediator must be:
 - a person chosen by agreement between the parties; or
 - in the absence of agreement:
 - if the dispute is between a member and another member, a person appointed by the Organising Committee including but not limited to a member or former member of the Association but in any case, not a person who:
 - has a personal interest in the dispute; or
 - is biased in favour of or against any party.
 - if the dispute is between a member and the Organising Committee or the Association, a person appointed or employed by the Dispute Settlement Centre of Victoria.
- d) The mediator to the dispute, in conducting the mediation, must:
 - give each party every opportunity to be heard; and
 - allow due consideration by all parties of any written statement submitted by any party; and
 - ensure that natural justice is accorded to the parties throughout the mediation process.
- e) The mediator must not determine the dispute.
- f) If the mediation does not resolve the dispute, the parties may seek to resolve the dispute otherwise at law.

PART 5 – GENERAL MEETINGS OF THE ASSOCIATION

25. Annual General Meetings

- a) The Organising Committee must convene an Annual General Meeting of the Association to be held within 5 months after the end of each financial year.
- b) Despite subrule (a) the Association may hold its first Annual General Meeting at any time within 18 months after the adoption of these rules.
- c) The Organising Committee may determine the date, time and place of the Annual General Meeting.
- d) The ordinary business of the Annual General Meeting shall be as follows:
 - to confirm the minutes of the previous Annual General Meeting and of any Special General Meeting held since then;
 - to receive and consider:
 - the annual report of the Organising Committee on the activities of the Association during the preceding financial year; and
 - the financial statements of the Association for the preceding financial year submitted by the Organising Committee;
 - to elect the members of the Organising Committee;
 - to confirm or vary the amounts (if applicable) of the annual membership fee and joining fee.
- e) The Annual General Meeting may also conduct any other business of which notice has been given in accordance with these rules.

26. Special General Meetings

- a) Any General Meeting of the Association, other than an Annual General Meeting is a Special General Meeting.
- b) No business other than that provided by notice under these rules may be conducted at the meeting.
- c) The Organising Committee may convene a Special General Meeting whenever it thinks fit.
- d) The Organising Committee must convene a Special General Meeting if a request to do so is made by at least 25% of the total number of members by notice:
 - in writing; and
 - stating the business to be considered at the meeting and any resolutions to be proposed; and
 - including the names and signatures of the members requesting the meeting; and
 - given to the Secretary.
- e) If the Organising Committee does not convene a Special General Meeting within three months after the date on which a request under subrule (d) is given to the Secretary, the members making the request may convene the Special General Meeting.
- f) A Special General Meeting convened by members under subrule (e):
 - must be held within 1 month after the date on which the request was given to the Secretary; and
 - may only consider the business stated in that request.
- g) The Association must reimburse all reasonable expenses incurred by members convening a Special General Meeting under subrule (d).

27. Notice of General Meetings

- a) The Secretary (or in the case of a Special General Meeting convened under rule 26(e), the members convening the meeting) must give to each member of the Association:
 - at least 21 days notice of a General Meeting if a Special Resolution is to be proposed at the meeting; or
 - at least 14 days notice of a General Meeting in any other case.
- b) The notice must:
 - specify the date, time and place of the meeting; and
 - indicate the general nature of each item of business to be considered at the meeting; and
 - state that the member may appoint another member as a proxy for the meeting; and
 - include a copy of any form that the Organising Committee has approved for the appointment of a proxy; and

- if a Special Resolution is to be proposed:
 - state in full the proposed resolution; and
 - state the intention to propose the resolution as a Special Resolution.

28. Proxies

- a) A member may appoint another member as their proxy to vote and speak on their behalf at a General Meeting.
- b) To be accepted, the appointment of a proxy must be:
 - in writing by completing a form as prescribed by the Organising Committee; and
 - signed by the member making the appointment; and
 - given to the Chairperson of the meeting before or at the commencement of the meeting.
- c) A form appointing a proxy sent by post or electronically is of no effect unless it is received by the Association no later than 24 hours before the commencement of the meeting.
- d) The member appointing the proxy may give specific directions as to how the proxy is to vote on their behalf, otherwise the proxy may vote on behalf of the member in any manner as they see fit.

29. Quorum for General Meetings

- a) No business may be conducted at a General Meeting unless a quorum of members is present.
- b) The quorum for a General Meeting is the presence (physically, by proxy or by use of technology that allows a member and the members present at the meeting to clearly and simultaneously communicate with each other) of 10% of the members entitled to vote.
- c) If quorum is not present within 30 minutes after the notified commencement time of a General Meeting:
 - in the case of a meeting convened by or at the request of members under Rule 26:
 - the meeting must be dissolved; and
 - the business that was to have been considered at the meeting is taken to have been dealt with; and
 - if members wish to have the business reconsidered at another Special General Meeting the members must make a new request under Rule 26;
 - In any other case
 - the meeting must be adjourned to a date not more than 21 days after the adjournment; and
 - notice of the date, time and place to which the meeting is adjourned must be given at the meeting and confirmed by written notice given to all members as soon as practicable after the meeting; and
 - if quorum is not present within 30 minutes after the time to which a General Meeting has been adjourned, the members present at the meeting (if not fewer than 4) may proceed with the business of the meeting as if a quorum were present.

30. Adjournment of a General Meeting

- a) The Chairperson of a General Meeting at which a quorum is present may, with the consent of a majority of members present at the meeting, adjourn the meeting to another time at the same place or at another place.
- b) A meeting may be adjourned for reasons including but not limited to:
 - if there is insufficient time to deal with the business at hand; or
 - to give the members more time to consider an item of business.
- c) No business may be conducted at the resumption of an adjourned meeting other than the business that remained unfinished when the meeting was adjourned.
- d) Notice of the adjournment of a meeting under this rule is not required.

31. Voting at a General Meeting

- a) On any question arising at a General Meeting:
 - each member who is entitled to vote has one vote; and
 - members may vote personally or by proxy; and
 - the question must be decided on a majority of votes; and

- if votes are divided equally on a question, the Chairperson of the meeting has a second or casting vote.
- b) Subject to subrule (d), the Chairperson of a General Meeting may, on the basis of a show of hands, declare that a resolution has been:
 - carried;
 - carried unanimously; or
 - lost.
- c) An entry to that effect in the minutes of the meeting is conclusive proof of that fact.
- d) If a poll (where votes are cast in writing) is demanded by four or more members on any question:
 - the poll must be taken at the meeting in the manner determined by the Chairperson of the meeting; and
 - the Chairperson must declare the result of the resolution on the basis of the outcome of the poll.

32. Minutes of General Meeting

- a) The Organising Committee must ensure that minutes are taken and kept of each General Meeting.
- b) The minutes must record the business considered at the meeting, any resolution on which a vote is taken and the result of the vote.
- c) In addition, the minutes of each Annual General Meeting must include:
 - the names of the members attending the meeting; and
 - proxy forms given to the Chairperson of the meeting; and
 - the financial statements submitted to the members; and
 - the certificate signed by two committee members certifying that the financial statements give a true and fair view of the financial position and performance of the Association; and
 - any audited accounts and auditors report or report of a review accompanying the financial statements.

PART 6 – ORGANISING COMMITTEE

33. Role and powers

- a) The business of the Association must be managed by or under the direction of an Organising Committee.
- b) The Organising Committee may exercise all the powers of the Association except those powers that these rules require to be exercised by General Meetings of the members of the Association.
- c) The powers of the Organising Committee include but are not limited to the power to:
 - appoint and remove staff;
 - establish subcommittees consisting of members with terms of reference it considers appropriate.
 - delegate to a member of the Organising Committee, a subcommittee, a member or staff any of its powers (other than this power of delegation) subject to the following:
 - the delegation must be in writing and may be subject to the conditions and limitations the Organising Committee considers appropriate;
 - the delegation may, in writing, be revoked wholly or in part by the Organising Committee.

34. General responsibilities of the Organising Committee

- a) The Organising Committee consists of:
 - a. a President;
 - b. a Vice-President;
 - c. a Secretary;
 - d. a Treasurer;
 - e. a Communications Coordinator;
 - f. two Ordinary members (known as Rovers).
- b) As soon as practicable after being elected or appointed to the Organising Committee, each committee member must become familiar with these rules.
- c) The Organising Committee is collectively responsible for ensuring the Association complies with these rules and that individual members of the Organising Committee comply with these rules.

- d) Organising Committee members must exercise their powers and discharge their duties with reasonable care and diligence, in good faith in the best interests of the Association and for a proper purpose.
- e) Organising Committee members and former committee members must not make improper use of their position or information acquired by virtue of holding their position so as to gain an advantage for themselves or any other person or to cause detriment to the Association.
- f) In addition to any duties imposed by these Rules, an Organising Committee member must perform any other duties imposed from time to time by resolution at a General Meeting.

35. Specific responsibilities

- a) The President shall:
 - chair any General Meetings and Organising Committee meetings; and
 - liaise with the Western Bulldogs on behalf of the Organising Committee; and
 - mentor and support other committee members in the performance of their roles and take responsibility for ensuring that the Organising Committee is meeting its obligations.
- b) The Vice-President shall:
 - chair any General Meetings and Organising Committee meetings in the absence of the President; and
 - liaise with Event Captains to ensure the smooth running of events and activities.
- c) The Secretary shall:
 - perform any duty or function required by law to be performed by the Secretary of an association; and
 - keep custody of the common seal (if any) of the Association; and
 - keep and update all books, documents and securities of the Association with the exception of financial records but including maintaining the Register of Members, issuing and publishing meeting notices, keeping minutes of meetings and providing members with access to same as required by these Rules.
- d) The Treasurer shall:
 - receive all moneys paid to or received by the Association and issue receipts for those moneys in the name of the Association; and
 - ensure that all moneys received are paid into the account of the Association within 5 working days after receipt; and
 - make any payments authorised by the Organising Committee or by a General Meeting of the Association from the associations funds; and
 - ensure all bank transactions meet requirements as set by the Organising Committee;
 - ensure that all financial records are kept up to date and accurately reflect the finances of the Association; and
 - coordinate the preparation of financial statements of the Association and their certification by the Organising Committee prior to their submission to the Annual General Meeting of the Association; and
 - ensure that at least one other Committee member has access to the accounts and financial records of the Association.
- e) The Communications Coordinator shall:
 - maintain and update all social and digital media channels; and
 - oversee email and other communications with members of the Association; and
 - coordinate the development and production of merchandise.
- f) A Rover shall:
 - undertake such tasks as are required;

36. Chairing of meetings in the absence of President and Vice-President

If the President and Vice-President are both absent or unable to preside, the Chairperson of the meeting must be:

- in the case of a General Meeting, a member elected by the other members present; or
- in the case of an Organising Committee meeting, an Organising Committee member elected by the other committee members present.

PART 7 – ELECTIONS AND TENURE

37. Eligibility to be elected to the Organising Committee

A member is eligible to be elected or appointed as an Organising Committee member if the member:

- identifies as a member of the LGBTIQ community;
- is 18 years or over;
- is entitled to vote at a General Meeting.

38. Conduct of elections

- a) Elections must be held at the Annual General Meeting of the Association.
- b) After the annual report and financial statements of the Association have been received, the Chairperson of the meeting shall declare all positions vacant and call for nominations.
- c) An eligible member of the Association may:
 - nominate themselves or;
 - with the members consent, be nominated by another member.
- d) A single election will be held for all 7 members of the Organising Committee.
- e) If the number of members nominated is less than or equal to 7, the Chairperson of the meeting must declare those members to be elected.
- f) If the number of members nominated exceeds 7, a ballot must be held in accordance with the following process:
 - The Chairperson of the meeting must appoint a member to act as Returning Officer to conduct the ballot.
 - The Returning Officer must not be a member nominated.
 - Before the ballot is taken, each candidate may make a short speech in support of their election.
 - The election must be by secret ballot.
 - The Returning Officer will issue a blank piece of paper to:
 - each member present in person; and
 - each proxy appointed by a member.
 - The election will occur via an optional preferential process, whereby the voter will list one or more candidates in order of preference.
 - When all ballot papers are submitted, the Returning Officer will conduct the count.
 - The candidate with the fewest first preference votes will be eliminated, with their second preference votes distributed between the remaining candidates and so on until 7 candidates are elected, subject to the provisions of Rule 39.

39. Affirmative Action

- a) No more than half of the Organising Committee (rounded down to the nearest whole number) should identify as cis-gender male.
- b) If the Organising Committee as elected at an Annual General Meeting does not meet the target specified in subrule (a), the election will be voided and new elections conducted immediately until the makeup of the Organising Committee satisfies the requirement of this rule.
- c) If during their term of office, the Organising Committee no longer meets the requirement of subrule (a), the Organising Committee will ensure that any eligible members appointed to the Organising Committee under rule 43 are such that this rule shall be satisfied.

40. Filling of positions on the Organising Committee

- a) At the first Organising Committee meeting held after the Annual General Meeting, the elected members of the Organising Committee will conduct an election for positions on the Committee.
- b) The members of the Organising Committee will select a Returning Officer from amongst them to conduct the election.
- c) Separate elections must be held for each of the President, Vice-President, Secretary, Treasurer and Communications Coordinator positions in such order.

- d) If only one member nominates for the position, the Returning Officer must declare the member elected to the position.
- e) If more than one member nominates, an election must be held in accordance with the following process:
 - o The election must be by secret ballot.
 - o The Returning Officer must give a blank piece of paper to each Committee member present.
 - o The election will occur via an optional preferential process, whereby the voter will list one or more candidates in order of preference.
 - o When all ballot papers are submitted, the Returning Officer will conduct the count.
 - o The candidate with the fewest first preference votes will be eliminated, with their second preference votes distributed between the remaining candidates.
 - o This process will continue until a candidate holds an absolute majority of votes and is elected.
- f) A committee member who nominates for a position and fails to be elected to that position may nominate for any other position for which an election is yet to be held.

41. Term of office

- a) Subject to subrule (c) and Rule 42, an Organising Committee member holds office until the positions of the Organising Committee are declared vacant at the next Annual General Meeting.
- b) An Organising Committee member may be re-elected.
- c) A General Meeting of the Association may:
 - o by Special Resolution remove an Organising Committee member from office; and
 - o elect an eligible member of the Association to fill the vacant position in accordance with these rules.
- d) A member who is the subject of a proposed Special Resolution under subrule (c) may make representation in writing to the Secretary or President of the Association and may request that the representations be provided to the members of the Association.
- e) The Secretary or the President may give a copy of the representation to each member of the Association or if they are not so given, the member may require that they be read out at the meeting at which the Special Resolution is to be proposed.

42. Vacation of office

- a) An Organising Committee member may resign the committee by written notice addressed to the Organising Committee.
- b) A person ceases to be an Organising Committee member if they:
 - o cease to be a member of the Association; or
 - o fails to attend 3 consecutive committee meetings without leave of absence authorised under rule 50.

43. Filling casual vacancies

- a) The Organising Committee may appoint an eligible member of the Association to fill a position on the committee that:
 - o has become vacant under rule 42; or
 - o was not filled by election at the last Annual General meeting.
- b) Rule 41 applies to any Organising Committee member appointed by the Organising Committee under this rule.
- c) The Organising Committee may continue to act and its decisions continue to be authorised despite any vacancy in its membership (including if such vacancy results in a breach of rule 39).

PART 8 – MEETINGS OF THE ORGANISING COMMITTEE

44. Meetings

- a) The Organising Committee must meet at least 6 times in each year at the dates, times and places determined by the Organising Committee;
- b) The date, time and place of the first Organising Committee must be determined by the members of the Organising Committee as soon as practicable after the Annual General Meeting of the Association at which they were elected.

45. Notice of meetings

- a) Notice of each Organising Committee meeting must be given to each member of the Association no later than 7 working days before the date of the meeting.
- b) Notice may be given of more than one committee meeting at a time.
- c) The notice must state the date, time and place of the meeting and may be made via social media.

46. Procedural matters

- a) The procedure to be followed at a meeting of the Organising Committee will be determined from time to time by the committee.
- b) The order of business may be determined by the members present at the meeting.
- c) No business may be conducted at an Organising Committee meeting unless a quorum is present.
- d) The quorum for an Organising Committee meeting is the presence of a majority of the Organising Committee members holding office.
- e) On any question arising at an Organising Committee meeting, each Organising Committee member present at the meeting has one vote.
- f) A motion is carried if a majority of Organising Committee members at the meeting vote in favour of the motion.
- g) Voting by proxy at Organising Committee meetings is not permitted.
- h) An Organising Committee member who is not physically present at an Organising Committee meeting may participate in the meeting using technology that allows that member and the committee to clearly and simultaneously communicate with each other.
- i) An Organising Committee member participating in the meeting as permitted under subrule (h) is taken to be present at the meeting and if the member votes at the meeting is taken to have voted in person.
- j) Members of the Association may attend meetings of the Organising Committee, contribute to discussions and nominate to be an Event Captain but voting rights shall only be held by Organising Committee members.

47. Minutes of meeting

- a) The Organising Committee must ensure minutes are taken and kept of each Organising Committee meeting.
- b) The minutes must record the following:
 - o the names of the members in attendance at the meeting; and
 - o the business considered at the meeting; and
 - o any resolution on which a vote is taken and the result of the vote; and
 - o Any material personal interest disclosed under rule 49.

48. Event Captains

- a) The Association will run a number of events and activities in order to further its purposes.
- b) Each event will be coordinated by an Event Captain.
- c) The Event Captain shall be responsible for ensuring the event is planned and implemented smoothly, including but not limited to:
 - o finding/booking/liasing with a venue;
 - o set up for the event including decorations;
 - o signing in members attending the event;
 - o collecting entry or other fees;
 - o arranging entertainment;
 - o pack down of the event;
 - o providing a final report back to the Organising Committee.

49. Conflict of Interest

- a) An Organising Committee member who has a material personal interest in a matter being considered at an Organising Committee meeting must disclose the nature and extent of that interest to the Organising Committee.

- b) The member:
 - must not be present while the matter is being considered at the meeting; and
 - must not vote on the matter.
- c) This rule does not apply to a material personal interest:
 - that exists only because the member belongs to a class of persons for whose benefit the Association is established; or
 - that the member has in common with all, or a substantial proportion of the members of the Association.

50. Leave of absence

- a) The Organising Committee may grant a member of the Organising Committee a leave of absence from committee meetings for a period not exceeding 3 months.
- b) The Organising Committee may not grant leave of absence retrospectively unless it is satisfied that it is was not feasible for the Organising Committee member to seek the leave in advance.

PART 9 – FINANCIAL MATTERS

51. Source of funds

The funds of the Association may be derived from joining fees, annual membership fees, donations, fund-raising activities, grants, interest, sale of merchandise and any other sources approved by the Organising Committee.

52. Management of funds

- a) The Association must open an account with a financial institution from which all expenditure of the Association is made and into which all Association revenue is deposited.
- b) The signatories to the account shall be the President, Vice-President, Treasurer and Secretary for the time being of the Association.
- c) Subject to any restrictions imposed by a General Meeting of the Association, the Organising Committee may approve expenditure on behalf of the Association.
- d) The Organising Committee may authorise the Treasurer to expend funds on behalf of the Association (including by electronic funds transfer) up to a specified limit without requiring approval from the Organising Committee for each item on which the funds are expended.
- e) The Organising Committee may authorise the Treasurer to maintain a cash float provided that all money paid from or paid into the float is accurately recorded at the time of the transaction.
- f) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by any 2 of the signatories to the account.
- g) All funds of the Association must be deposited into the financial account of the Association no later than 5 working days after receipt.

53. Financial records

- a) The Association must keep financial records that:
 - correctly record and explain its transactions, financial position and performance; and
 - enable financial statements to be prepared as required by these Rules.
- b) The Association must retain the financial records for 7 years after the transactions covered by the records are completed.
- c) The Treasurer must keep in their custody or under their control:
 - the financial records for the current financial year; and
 - any other financial records as authorised by the Organising Committee.

54. Financial statements

- a) For each financial year, the Organising Committee must ensure that the requirements under these rules relating to the financial statements of the Association are met.

- b) Without limiting subrule (a), those requirements include:
- the preparation of the financial statements;
 - if required the review or auditing of the financial statements;
 - the certification of the financial statements by the Organising Committee;
 - the submission of the financial statements to the Annual General Meeting of the Association.

PART 10 – GENERAL MATTERS

55. Registered address

The registered address of the Association is:

- the address determined from time to time by resolution of the Committee; or
- if the Committee has not determined an address to be the registered address, the postal address of the Western Bulldogs Football Club.

56. Notice requirements

- a) Any notice required to be given to a member or an Organising Committee member under these rules may be given:
- by handing the notice to the member personally; or
 - by sending it by post to the member at the address recorded for the member on the Register of Members; or
 - by email or facsimile transmission.
- b) Any notice required to be given to the Association or the Organising Committee may be given:
- by handing the notice to a member of the Organising Committee; or
 - by sending the notice by post to the registered address; or
 - by leaving the notice at the registered address; or
 - if the Organising Committee determines it is appropriate in the circumstances:
 - by email to the email address of the Association or the Secretary; or
 - by facsimile transmission to the facsimile number of the Association.

57. Custody and inspection of books and records

- a) Subject to subrule (b), members may on request inspect free of charge:
- the Register of Members;
 - The minutes of General Meetings;
 - The minutes of Organising Committee meetings;
 - Subject to subrule (b), the financial records, books, securities and any other relevant document of the Association.
- b) The Organising Committee may refuse to permit a member to inspect records of the Association that relate to confidential, personal, employment, commercial or legal matters or where to do so may be prejudicial to the interests of the Association or may breach the privacy of a member.
- c) The Organising Committee must, on request, make copies of these rules available to members and applicants for membership free of charge.
- d) Subject to subrule (b), a member may make a copy of any of the other records of the Association referred to in this rule and the Association may charge a reasonable fee for provision of a copy of such a record.
- e) For the purposes of this rule, relevant documents mean the records and other documents, however compiled, recorded or stored, that relate to the management of the Association and includes the following:
- its membership records;
 - its financial statements;
 - its financial records;
 - records and documents relating to transactions, dealings, business or property of the Association

58. Winding up and cancellation

- a) The Association may be wound up voluntarily by Special Resolution.

- b) In the event of the winding up of the Association, the surplus assets of the Association must not be distributed to any members or former members of the Association.
- c) Subject to any court order, the surplus assets must be given to a body that has similar purposes to the Association and which is not carried on for the profit or gain of its individual members.
- d) The body to which the surplus assets are to be given must be decided by Special Resolution.

59. Alteration of Rules

These rules may only be altered by Special Resolution of a General Meeting of the Association.