



**GAELIC ATHLETIC
ASSOCIATION OF WESTERN
AUSTRALIA (Inc.)**

CONSTITUTION



CONSTITUTION - VERSION CONTROL

Title	Constitution of the Gaelic Athletic Association of Western Australia Inc. (GAA WA)			
Description	Amateur Sporting Organisation Constitution			
Created By	John Lehane (Vice President GAA WA)			
Date Created	5 th February 2018			
Maintained By	Executive Committee Officers of GAA WA			
Version Number	Modified By	Modifications Made	Date Modified	Status
v.20180205	John Lehane	Numerous changes to the Constitution as ratified at the 2018 AGM	05.02.2018	Current and Contemporary

GAELIC ATHLETIC ASSOCIATION OF WESTERN AUSTRALIA INC.
(GAA WA)



CONSTITUTION

1. TITLE

- 1.1 The title of the Association is the:-
Gaelic Athletic Association of Western Australia Incorporated (GAA WA)

2. OBJECTS

- 2.1 The objects of the Association are:-
- 2.1.1 To establish, maintain and conduct an association of non-political, and non-sectarian character for the promotion of Gaelic Games in Western Australia.
 - 2.1.2 To promote social activities between Association members and to provide such privileges and amenities as may be thought desirable in connection therewith.
 - 2.1.3 To join with any other association or federation having similar interests and objectives of this Association.
 - 2.1.4 To be an affiliated member of the Gaelic Football & Hurling Association of Australasia.

3. MEMBERSHIP

- 3.1 There shall be two types of Association members, namely:
- 3.1.1 Club Members
 - 3.1.2 Honorary Life Members
- 3.2 Club Members shall be persons who are financial members of an affiliated Club, whose membership of the Association is not under suspension, and who have not been expelled from the Association.
- 3.3 Club Members who are not eighteen (18) years of age shall not be entitled to vote at any Association meeting, and shall not be entitled to participate in management or control of the Association.
- 3.4 Honorary Life Members shall be those persons who were granted Honorary Life Membership of the Association prior to 31st December 1991, whose membership of the Association is not under suspension, and who have not been expelled from the Association.



- 3.5 An Association member may give notice of his or her resignation from an affiliated Club or the Association to the Secretary of the GAA WA Executive.

4. AFFILIATION FEES/SUBSCRIPTIONS

- 4.1 The Executive Committee will set Club affiliation fees no later than 1st April each year.
- 4.2 If the Executive Committee does not set Club affiliation fees for a particular year, the Club Affiliation fees shall be the same as for the previous year. If for any reasonable purpose the fees could not be established by the prescribed date (i.e. insurance costs or if other sports affiliated costs could not be determined by this date) then the fees will remain the same as the previous year + calculated yearly CPI growth, to cover normal interest rises of products and services.
- 4.3 Affiliated Clubs shall pay their Club affiliation fees by 31st May each year.
- 4.4 No individual shall be liable to pay affiliation or membership fees or subscription directly to the Association.

5. MANAGEMENT

- 5.1 The management of the general affairs of the Association shall be in the hands of the Executive Committee.
- 5.2 Except as elsewhere provided in this Constitution, Executive Committee members shall be elected for the ensuing year at an Annual General Meeting.
- 5.3 Executive Committee members shall not hold more than one position on the Executive Committee.
- 5.4 Except in the case of resignation, removal, or death of an Executive Committee member, Executive Committee members shall hold their positions until the Annual General Meeting next following their election.
- 5.5 When it becomes necessary to fill a vacancy on the Executive Committee before an Annual General Meeting, the Executive Committee shall appoint a replacement; provided that the Executive Committee may only appoint an Association member who has been nominated to fill the vacancy by an affiliated Club.



6. EXECUTIVE COMMITTEE

6.1 The Executive Committee shall consist of:-

- 6.1.1 President
- 6.1.2 Vice President
- 6.1.3 Secretary
- 6.1.4 Assistant Secretary
- 6.1.5 Treasurer
- 6.1.6 Public Relations Officer
- 6.1.7 Any other office as may be provided for in the Association by-laws
- 6.1.8 Club delegates
- 6.1.9 Patron (Ex Officio)

6.2 Except if otherwise provided for in Association by-laws, there shall be two (2) Club delegates per affiliated Club. Club delegates shall not be subject to election but shall be appointed by their respective Clubs. (Delegated club nominees should make every endeavour to attend executive meetings to fully represent their club in the affairs of the association). Nominated club members have voting rights on executive decisions concerning the association.

7. ELECTION OF THE EXECUTIVE COMMITTEE

7.1 Executive Committee Members shall be elected through nominations received at the formal 'Nomination Meeting' held prior to the Annual General Meeting, or at the Annual general meeting if no votes previously received. Voting will be ratified by the casting of votes by affiliated club members with the maximum number of votes deciding the positions.

7.2 An election at an Annual General Meeting shall be conducted in the presence of scrutineers elected at the meeting for that purpose.

7.3 All candidates must be Association members.

7.4 In the event of equal number of votes for any position the following procedure shall apply:-

7.4.1 If a candidate was a member of the outgoing Executive Committee he or she shall be deemed elected in preference to a person who was not such a member.

7.4.2 If there are still two or more candidates, the chairperson of the meeting shall have a casting vote.



8. NOMINATIONS FOR THE EXECUTIVE COMMITTEE

- 8.1 Nominations for the Executive Committee may be submitted in writing by an affiliated Club at an Executive Committee meeting hereafter called the Nominations Meeting.
- 8.2 The Nominations Meeting shall be held at least twenty eight (28) days prior to the Annual General Meeting.
- 8.3 Nominations may be lodged with the Secretary prior to the Nominations Meeting, who shall submit them on behalf of the affiliated Club at the Nominations Meeting.
- 8.4 A candidate may be nominated for more than one position (however only one Executive position can be undertaken by an individual).
- 8.5 The Secretary shall enclose with notices of the Annual General Meeting a list of names of candidates and the positions they have been nominated for.
- 8.6 Nominations for a position shall only be accepted from the floor of an Annual General Meeting if there has been no nominations received for that position at or before the Nominations Meeting.

9. POWERS AND DUTIES OF ASSOCIATION OFFICERS

9.1 President

- 9.1.1 The President, at his or her discretion, may act as chairperson of any Association meeting.
- 9.1.2 The President shall ensure that all business of the Association is carried out in accordance with this Constitution, Association by-laws, regulations, and the Official Guide of the Gaelic Football & Hurling Association of Australasia.
- 9.1.3 The President may instruct to convene any meeting.
- 9.1.4 The President, or chairperson in his or her place may vote at Association meetings. Should there being equality of votes in any manner, the chairperson may cast a second or casting vote.
- 9.1.5 The President shall be an ex officio member of all Association sub-committees.
- 9.1.6 The President may represent the Association at any function, meeting or event at which the President or the Executive Committee thinks it fit that the Association be represented.
- 9.1.7 The President shall present a written report on the activities of the Association during the past year to the Annual General Meeting.



9.1.8 The President shall have such other powers, duties and responsibilities as vested in him or her by an Annual or Special General Meeting or by the Executive Committee; provided that the Executive Committee shall not vest any power, duty or responsibility that it does not itself have.

9.2 Vice President

9.2.1 In the absence of the President, the Vice President, at his or her discretion, may act as chairperson of any Association meeting. If the Vice President is also absent, the meeting shall elect its own chairperson.

9.2.2 The Vice President shall act as the President's deputy and shall assist the President in his or her duties at all times.

9.2.3 The Vice President shall be responsible for the maintenance and safe keeping of all Association property.

9.3 Secretary

9.3.1 The Secretary shall have the following powers, duties and responsibilities;

- receive, file and retain all correspondence and other records of the Association;
- retain and update a copy of this Constitution;
- retain and update a register of all Association by-laws and regulations;
- retain an updated copy of the Official Guide of the Gaelic Football & Hurling Association of Australasia;
- convene such Association meetings as required;
- provide such notices of Association meetings as required by this Constitution, Association by-laws and regulations;
- set the agenda for Association meetings in conjunctions with the chairperson of that meeting;
- maintain minute books of all Association meetings;
- in the absence of the Assistant Secretary, record the minutes of Association meetings;
- assist the Assistant Secretary in the performance of his or her duties;
- perform other secretarial duties as required.

9.4 Assistant Secretary

9.4.1 The Assistant Secretary shall have the following powers, duties and responsibilities:

- retain and update a register of Association members;
- retain and update a register of affiliated Clubs;
- retain and update a register of Executive Committee members;
- retain and update a register of all official fixtures of the Association;
- attend Association meetings and record the minutes thereof;



- assist the Secretary in the performance of his or her duties.

9.5 Treasurer

9.5.1 The Treasurer shall have the following powers, duties and responsibilities:-

- collect all monies of the Association;
- deposit Association monies into such bank accounts of the Association as required;
- pay all bills and accounts of the association; provided that a bill or account shall not be paid unless the Executive Committee have approved its payment;
- except as otherwise provided by the Executive Committee, to ensure that all payments of bills and accounts of the Association are made by way of cheque;
- prepare and retain such records and other documents as is required to fully explain the financial transactions of the Association so as to enable books of account and financial statements to be correctly prepared from them;
- prepare such books of account or other records as reasonably explain the state of the Association's finances required;
- present at each Executive Committee meeting a written statement of the Association's finances detailing:-
 - i. the balance of all bank accounts as at the date of the last meeting;
 - ii. all increases and decreases in the accounts;
 - iii. the balance of all bank accounts as at the date of the meeting.

With respect to each of the Association's bank accounts:-

- prepare or arrange for the preparation of, financial statements of the association as required;
- ensure that the financial statements contain a Statement of Income and Expenditure, Balance Sheet and Assets Register;
- arrange for all audits of the Association's financial records as required;
- present to the Annual General Meeting the end of year financial statements and auditor's report therein;
- act as an ex officio of all sub-committees dealing with finance.

9.6 Public Relations Officer

9.6.1 The Public Relations Officer shall have the following powers, duties and responsibilities:-

- Meet the requirements and strategic intent of the Association's Marketing Plan; namely:



- promote the Association in all media forms, with particular attention to electronic media;
- be responsible for the production of fixture cards, programs, posters, yearbooks etc. as required by the Executive Committee;
- keep a record of promotional materials and media articles pertaining to the Association for future reference;
- assist affiliated Clubs in the promotion of their activities.

10. POWERS, DUTIES AND RESPONSIBILITIES OF THE EXECUTIVE COMMITTEE

10.1 The Executive Committee shall have the following powers, duties and responsibilities:-

- 10.1.1 Manage the general affairs of the Association.
- 10.1.2 Deal with all matters arising from the Association's affiliation with the Gaelic Football & Hurling Association of Australasia.
- 10.1.3 Deal with all matters dealing with Club affiliations with Association.
- 10.1.4 Suspend or expel Association members.
- 10.1.5 To appoint an auditor to carry out such special audits of the Association as required; provided that the auditor shall not be a member of the Executive Committee.
- 10.1.6 Make such regulations pertaining to the administration of the Association and any Association meetings as is not inconsistent with this Constitution, Association by-laws, or the Official Guide of the Gaelic Football & Hurling Association of Australasia.
- 10.1.7 Appoint Association members to form any sub-committee for such purposes and with such powers as it thinks fit; provided that a sub-committee shall not be granted any powers that Executive Committee itself does not possess.
- 10.1.8 Determine the roles and responsibilities of each sub-committee and approved positions on each sub-committee prior to the 1st March each year.
- 10.1.9 Appoint, dismiss or accept the resignation of any employee or servant of the Association.
- 10.1.10 Fill any vacancy in the Executive Committee that may arise in accordance with Clause 5.5.
- 10.1.11 Interpret this Constitution, Association by-laws, regulations and the Official Guide of the Gaelic Football & Hurling Association of Australasia as required: such interpretations being binding upon all Association members unless overturned on appeal to a General Meeting of the Association or the Gaelic Football & Hurling Association of Australasia.



- 10.1.12 Appoint Association members to form a disciplinary panel. Members must be carefully selected by the Association to avoid any perceived conflict of interest.
- 10.1.13 Appoint any Coach and/or Manager for all competition games involving Association representatives, whether in State, National or International competitions (i.e. State Championships).
- 10.2 Appoint any board or chairperson to oversee National or International competitions and represent the interests of the Association, including determining the management and facilitation of all aspects of the competition involving Association members (i.e. State Championships).
- 10.3 Adopt and adhere to the Associations Code of Conduct by conducting oneself and the business of the Association in a professional and ethical manner at all times.
- 10.4 Adopt the approved Western Australian government legislative requirements surrounding sporting associations, including all governance and compliance requirements and our National Association protection policies (i.e. Gaelic Football & Hurling Association of Australasia - Australasian Member Protection Policy).
- 10.5 To determine the Registration Fees and the processes to collect the same at the commencement of each season and to advise Association member's at the earliest opportunity.
- 10.6 To determine and prescribe the fines and penalties for breaches of the playing rules and regulations of the Association (In accordance with official rule books and Code of Behaviour) and determine the placement of these fines for the greatest benefit of the Association.

11. BANKING ACCOUNTS

- 11.1 All monies of the Association shall be lodged into a bank account or accounts to be kept in the name of the Association. Such accounts shall be with the bank, building society, or other investments firm or company as qualify as an "authorised trustee investment" within the meaning of those words given in the Trustees Act 1962 as amended (or any statutory modification or replacement thereof).
- 11.2 All Association cheques shall be signed by at least two of the following:-
- 11.2.1 President
 - 11.2.2 Secretary
 - 11.2.3 Treasurer
 - 11.2.4 Any other Executive Committee member appointed for that purpose.

12. FINANCIAL YEAR

- 12.1 The financial year of the Association shall end 31 October each year



13. COMMON SEAL

- 13.1 The Common Seal of the Association shall be kept in the custody of the Secretary.
- 13.2 The Common Seal shall not be affixed to any document or writing except by a resolution of the Executive Committee.
- 13.3 The affixing of the Common Seal shall be countersigned by the President and Vice President.

14. AUDITOR

- 14.1 An auditor shall be elected at each Annual General Meeting to conduct an audit of the financial affairs of the Association for the ensuing financial year.
- 14.2 An auditor shall not be a member of either the incoming or outgoing Executive Committee.
- 14.3 Any auditor elected or appointed to carry out any audit of the Association shall have full and free access to any and all records and property of the Association as he or she considers necessary to carry out the audit.

15. BORROWING POWER

- 15.1 The Executive Committee shall have the power to borrow, raise or secure the payment of monies in such a manner as the Executive Committee thinks fit. Such a power shall include a power to issue debentures, grant mortgages, charges or other securities upon any or all of the Association's property (whether real or personal) and redeem and/or pay off any existing or future borrowing, debenture, mortgage, charge or other security.

16. EXECUTIVE COMMITTEE MEETINGS

- 16.1 The Executive Committee shall meet at least once every calendar month.
- 16.2 A meeting of the Executive Committee may be called by the President or Secretary; provided that the Secretary shall send out notices of the meetings at least (7) days prior to the meeting.
- 16.3 The quorum for an Executive Committee meeting shall be five (5).
- 16.4 If a quorum is not present within fifteen minutes (15) of the scheduled start of an Executive Committee Meeting, the chairperson may adjourn the meeting to another time and or place.



17. ANNUAL GENERAL MEETINGS

- 17.1 There shall be a meeting of the Association held once a year known as the Annual General Meeting.
- 17.2 The Annual General Meeting shall be held after the end of the financial year and before 1 February of the following year.
- 17.3 There shall be a maximum of four (4) delegates per affiliated Club at an Annual General Meeting.
- 17.4 The following business shall be conducted at the Annual General Meeting:-
- 17.4.1 Confirmation of the minutes of any preceding Annual General Meeting of Association members;
 - 17.4.2 Presentation of the President's report on the activities of the Association during the previous year;
 - 17.4.3 Presentation of the financial statements for the financial year just ended and the auditor's report;
 - 17.4.4 Election of the Executive Committee for the ensuing year;
 - 17.4.5 Election of the auditor for the ensuing year.
- 17.5 No other matter or business may be discussed at the Annual General Meeting, unless notice was given in writing to the Secretary at or before the Nominations Meeting by an affiliated Club or Executive Committee member requesting that it be discussed.
- 17.6 Notice of the Annual General Meeting shall be given by the Secretary at least twenty one (21) days prior to the meeting as follows:-
- 17.5.1 By a notice published in the Sporting Notices of the West Australian Newspaper (or its successor);
 - 17.5.2 By a notice in writing to all affiliated Clubs and members of the outgoing Executive Committee.
- 17.7 The quorum for the Annual General Meeting shall be fifteen (15) Association members.
- 17.8 If a quorum is not present within fifteen (15) minutes of the scheduled start of an Annual General Meeting, the chairperson may adjourn the meeting to another time and/or place.



18. SPECIAL GENERAL MEETINGS

- 18.1 A meeting of the Association members, other than the Annual General Meeting, shall be known as a Special general Meeting.
- 18.2 The President or Executive Committee may call a Special General Meeting to be held at such time and place as the President or Executive Committee thinks fit.
- 18.3 There shall be a maximum of four (4) delegates per affiliated Club at a Special General Meeting.
- 18.4 The Executive Committee shall call a Special general Meeting if :-
- 18.4.1 not less than fifteen (15) Association members request in writing that a Special General Meeting be called;
 - 18.4.2 the request is lodged with the Secretary; and
 - 18.4.3 the request specifies the business to be discussed at the meeting
- 18.5 A Special General Meeting shall be held within thirty (30) days of a request for a meeting being received by the secretary.
- 18.6 The Secretary shall provide notice in writing to all Secretaries of affiliated Clubs and Executive Committee members at least twenty one (21) days prior to a Special General Meeting.
- 18.7 No other matter or business shall be discussed at a Special General Meeting except for that matter or business for which the meeting was called.
- 18.8 The quorum for a Special General Meeting shall be fifteen (15) Association members.
- 18.9 If the quorum is not present within fifteen (15) minutes of the scheduled start of a Special General Meeting, the chairperson may adjourn to another time and or place.

19. ASSOCIATION MEETINGS

- 19.1 In this clause, "Association Meeting" shall mean an Annual or Special General Meeting or Executive Committee meeting.
- 19.2 Except elsewhere provided by this Constitution, only Club delegates and Executive Committee members may discuss business before any Association Meeting; however the chairperson, at his or her discretion, may allow invited guests or other Association members to speak at such meetings.



- 19.3 At Executive Committee meetings, only one (1) delegate from each affiliated Club may vote on any question or any other matter.
- 19.4 At Annual and Special General Meetings each Club delegate shall have a vote on any question or other matter.
- 19.5 No person shall vote at any Association Meeting if that person is not an association member.
- 19.6 Every question or other matter resolved at an Association shall be conclusive and binding upon all Association members.
- 19.7 All Association Meetings shall be conducted in accordance with this Constitution, Association by-laws, regulations and the Official Guide of the Gaelic Football & Hurling Association of Australasia.
- 19.8 All questions or other matters to be resolved at an Association Meeting shall be determined in the first instance by a show of hands. The chairperson, at his or her discretion, may subsequently direct that the question or other matter be re-put by way of secret ballot.
- 19.9 If demanded by at least five (5) persons entitled to vote at the meeting that a question or other matter be re-put by way of secret ballot, that question or other matter shall be re-put by way of secret ballot.
- 19.10 In the case of equality of votes on any question or other matter, the chairperson may have a second or casting vote.
- 19.11 A declaration by the chairperson of the result of any question or other matter put at an Association Meeting shall be conclusive of that fact.
- 19.12 No proxy voting shall be allowed at any Association Meeting.
- 19.13 Except as otherwise provided in this Constitution, any question or other matter resolved at an Annual or Special General Meeting may only be amended or rescinded by a Motion on Notice which is passed by two thirds (2/3) majority of persons who were present and voted on the motion.
- 19.14 An Annual or Special General Meeting may resolve to ratify, rescind or amend any question or other matter that has previously been resolved at an Executive Committee meeting.
- 19.15 An Association by-law may be passed at an Annual or Special General Meeting.



- 19.16 Any question or other matter which has been resolved at an Annual or Special General meeting for a period of twelve (12) months from the date of the meeting at which it was so resolved.

20. POSTPONEMENT OF MEETINGS

- 20.1 The Executive Committee, or President and Secretary acting together, may postpone any Association meeting which has been called, to such other time and place as they see fit; provided that seven (7) days prior to the original scheduled date of the meeting notice of the postponement is given by the Secretary to all affiliated Clubs and Executive Committee Members.
- 20.2 Business transacted at any postponed association meeting shall be valid as if had been transacted at the original time and place.

21. AFFAIRS OF THE ASSOCIATION

- 21.1 The general affairs of the Association shall at all times be conducted in accordance with this Constitution; Association meeting shall be valid as if it had been transacted at the original time and place.

22. PLAYING RULES

- 22.1 The rules of the game conducted by the Association shall be as set out in the Official Guide of the Gaelic Football & Hurling Association of Australasia.

23. DISCIPLINARY ACTION

- 23.1 All disciplinary action against players, for playing offences, shall be heard by the nominated Disciplinary Tribunal.
- 23.2 The Disciplinary Tribunal shall be selected by the Secretary as required and shall comprise at least three association members appointed by the Executive Committee to the Disciplinary Panel.
- 23.3 An appeal against a decision of a Disciplinary Tribunal shall be heard by the Executive Committee.
- 23.4 Appeals to the Executive Committee shall be lodged in writing with the Secretary within seven (7) days of the Disciplinary Tribunal's decision.
- 23.5 Disciplinary action against an Association member or affiliated Club for non-playing offences shall be heard by the Executive Committee.



24. SUSPENSION OR EXPULSION OF MEMBERS

- 24.1 The Executive Committee shall have the power to suspend or expel any Association member.
- 24.2 A motion to suspend or expel an Association member shall only be valid if it is passed by not less than three fourths (3/4) of persons who were present and voted on the issue at an Executive Committee meeting called solely for that purpose.
- 24.3 Before suspending or expelling an Association member, the Secretary shall advise the member in writing of the charges made against him or her and give him or her the option of resigning from the Association.
- 24.4 The member shall be given a reasonable opportunity to state his or her case before the meeting.
- 24.5 The Executive Committee may determine the length of the period of suspension.
- 24.6 An Association member who is under suspension, or has been expelled shall lose all rights and privileges for the relevant period, or forever as the case may be. Loss of privileges shall include loss of all voting rights as well as the loss of the right to participate in any official match or fixture.

25. AMENDMENT OF THE CONSTITUTION

- 25.1 This Constitution may be amended or repealed at an Annual or Special Meeting.
- 25.2 Proposed amendments or repeals shall be lodged in writing as a Notice of Motion to the Secretary by an affiliated Club or Executive Committee member at least twenty eight (28) days prior to meeting at which they are heard.
- 25.3 An amendment or repeal of this Constitution shall only be effective if the Motion on Notice is passed by a three fourths (3/4) majority of those persons who were present and voted on the motion.

26. DISSOLUTION OF THE ASSOCIATION

- 26.1 The Association may be dissolved by a Special General Meeting.
- 26.2 A motion to dissolve the Association shall be proposed by at least two affiliated Clubs, or at least thirty (30) Association members, and shall be lodged as a Notice of Motion with the Secretary at least twenty eight (28) days prior to the meeting at which it is considered.




- 26.3 The Secretary shall provide notices of the Special General Meeting as required for an Annual General Meeting.
- 26.4 At such a Special General Meeting all Association members may discuss and vote on the motion.
- 26.5 A quorum for such a Special General Meeting shall be two third (2/3) of all Association members.
- 26.6 The Association shall only be dissolved if the Motion on Notice is passed by three fourths (3/4) of those persons present and who voted on the Motion.
- 26.7 If at such a Special General Meeting it is resolved that the Association be dissolved, the meeting shall then determine how any surplus funds (if any) of the Association as remains after satisfaction of liabilities of the Association shall be distributed.
- 26.8 Any surplus of funds shall not be distributed, directly or indirectly amongst the Association members, and shall only be distributed to a recognised charity, or to such other associations or organisation having similar objectives to the Association and which prohibit from distributions of their income or property to their members.
- 26.9 If at the time of distribution it is determined by the trustees of those surplus funds that the proposed distribution is invalid or contravenes any statute or this Constitution, the funds shall be distributed to the Gaelic Football & Hurling Association of Australasia.

27. PROPERTY

- 27.1 The property and income of the Association shall be applied solely towards the promotion of the objects or purposes of the Association and no part of that property or income shall be paid or otherwise distributed, directly or indirectly, to the members of the Association, except in good faith in the promotion of those objects or purposes.

We certify this to be a true copy of the Constitution of the Gaelic Athletic Association of Western Australia (Inc.) as amended.

President  **Date:** May 6th 2018

Vice President _____ **Date:** _____

Secretary _____ **Date:** _____