



## **CONSTITUTION**

**UPDATED – NOVEMBER 20187**

**RULES OF THE TOWNSVILLE TURF CLUB INCORPORATED**

11. All members shall communicate their addresses to the Secretary when paying their subscriptions, and he shall register the same; and all letters and notices delivered at, or sent by post to, such addresses shall be sufficient. If no address be given, all letters and notices addressed and posted to the last known place of abode of the member shall be deemed sufficient. Such Register shall be open for inspection at all reasonable times by any member who previously applies to the Secretary for such inspection.

#### **RIGHTS OF MEMBERS**

12. Payment of a Member's Subscription shall entitle such a member to the ordinary privileges of members; to one vote at all meetings or ballots as hereinbefore prescribed; to one admission badge and one guest ticket into the Public and Members enclosures, Booths and Grandstands on Race Days, for galloping race meetings conducted at Cluden Racecourse during such hours as the Committee may decide but not to the official enclosure; provided that any such admission may be refused unless such member produces their member's ticket. No member, merely by virtue of membership, is entitled to admission to the Racecourse during the training hours or at any time except when a race meeting is being conducted.

#### **MEMBERSHIP OF COMMITTEE**

13. 1) The business of the Club shall be managed by a Committee consisting of the President, Vice-President, Treasurer and five members, to be elected in the manner hereinafter provided.
- 2) The President, Vice-President and Treasurer shall retire annually but shall be eligible for re-election.

Members of the Committee shall hold office for two years from the Annual General Meeting of the Club at which they are elected. At the Annual General Meeting of the Club to be held in each year after the Annual General Meeting held in the month of September, 1992 one half of the members of the Committee or if that number is not a multiple of two then the number nearest to but not exceeding one half shall retire from office and shall be eligible for re-election. Committee members to retire shall be:-

Firstly, any who have been elected by the Committee to fill a casual vacancy subsequent to the last Annual General Meeting of members; and secondly, those who have been longest in office since they were last elected; and in the event of two or more members being equally obliged to retire, it shall be decided by lot as to whom shall retire.

- 3) All retiring office bearers shall continue in office until the conclusion of the Annual General Meeting at which an election is held as hereinafter provided to fill the positions becoming vacant on the retirement of such office bearers.
- 4) All nominations for the position of President, Vice-President, Treasurer and members of the Committee shall be in writing and must reach the Secretary of the Club by 5.00 p.m. on the date ~~one calendar~~ **three weeks-month** before the Annual General Meeting of members of the Club, and such nomination must be signed by at least one member proposing and another seconding such nomination and by the nominee agreeing to the nomination.
- 5) No member shall be eligible for the office of President, Vice-President or Treasurer unless he shall have been previously the holder of such office or shall have been a member of the Committee for at least two years: provided that if no person so eligible shall accept nomination the office or offices may be filled by any member duly nominated and elected at the Annual General Meeting of Members or at a special general meeting called for that purpose.

**Commented [ES1]:** It is proposed that Notice for Nominations for Vacant Positions on the Committee be sent to Members in the first week of November each calendar year with a return date one week later.

The list of Nominations together with Notice of AGM and agenda (including audited financials) be sent to Members no later than 14 days before the AGM which will occur in late November each calendar year.

This is to administratively streamline the process and to remove the additional requirement notify Members of Nominations three weeks before the AGM (a third mail out).

- 6) Any member of the Committee may resign from membership of the Committee at anytime by giving notice in writing to the Secretary but such resignation shall take effect at the time such notice is received by the Secretary unless a later date is specified in the notice when it shall take effect on that later date or such member may be removed from office at a general meeting of the Club where that member shall be given the opportunity to fully present his case. The question of removal shall be determined by the vote of the members present at such a general meeting.

#### **ELECTION AND BALLOT**

14. 1) From the nominations submitted for all such vacancies aforesaid the election shall be by ballot as hereinafter prescribed at the Annual General Meeting or a Special General Meeting called for such purpose.
- 2) If the number of candidates nominated for election as Office Bearers is equal to or less than the number of vacancies for the respective office, the Chairman of the Annual General Meeting shall declare all the candidates elected. If the number of members offering themselves for election as Office Bearers for the respective offices be in excess of the vacancies, then an election by ballot shall take place in accordance with the following provisions:-
- (a) The Secretary shall not less than ~~three weeks~~ **two weeks** before the date of the Annual General Meeting forward by prepaid post to each financial member at his address shown in the records of the Club, a list of the persons nominated and the offices for which they have nominated together with an envelope addressed to the Townsville Turf Club and marked "Ballot Papers" and together with instructions as to the number of seats to be filled and the manner in which the votes are to be cast.
- (b) The ballot will close at noon on the date of the Annual General Meeting and the ballot papers returned in the envelope provided must be in the Secretary's hands by that time and the Secretary shall advise the members accordingly when sending out the ballot papers.
- (c) The Secretary will provide a locked ballot box with an opening therein capable of receiving an envelope and he shall place all envelopes so returned as received in such ballot box and he shall retain the key thereof.
- (d) Any ballot paper containing either more or fewer votes than those required shall be informal.
- (e) The ballot box shall be opened at the Annual General Meeting in the presence of a Returning Officer and of two Scrutineers (all of whom are to be appointed at such meeting) and who shall count the number of votes recorded to each candidate. At the conclusion of the count, the Returning Officer shall certify in writing to the Chairman the names of the candidates who have been successful in such ballot, such persons being those who have received the greatest number of votes. In the event of equality of votes, the Returning Officer shall decide by lot who shall receive an additional vote.

#### **VACANCIES ON COMMITTEE**

15. 1) In the event of no nominations or insufficient nominations being received to fill the vacant offices set forth in Rule 13(2) hereof, or in the event of casual vacancies occurring in any of such offices, the Committee shall have power to

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