

**BY-LAWS
FOR THE
MANNING RIPPERS FOOTBALL CLUB INC.
VERSION 2016**



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1. INTERPRETATION

1.1 Definitions

In these Rules, unless the contrary intention appears:

“**Act**” means the *Associations Incorporation Act 2015*;

“**By-laws**” are additional arrangements or processes adopted by members by Ordinary Resolution of the Association to supplement the club constitution.

“**Club**” means the Manning Rippers Football Club Incorporated;

“**Committee**” means the Management Committee required by the Act which is the body responsible for the management of the affairs of the Association;

“**Committee Meeting**” means a meeting referred to in rule 14.1 of the club constitution;

“**Annual General Meeting**” means the annual general meeting of the club which all Members are invited to attend;

“**Member**” means a person who becomes a Member of the Association under these by-laws;

“**Member Meeting**” means a meeting of the club which all Members are invited to attend;

1.2 Notices

- (a) A notice or other communication connected with these Rules has no legal effect unless it is in writing and given as follows:
 - (i) delivered by hand to the nominated address of the addressee;
 - (ii) sent by post to the nominated postal address of the addressee; or
 - (iii) sent by e-mail or any other method of electronic communication (including facsimile) to the nominated electronic address of the addressee.
- (b) Any notice given to a Member under these Rules, must be sent to Member's address as set out in the Register referred to in Rule 8.1 of the club constitution.

2. COMMITTEE

2.1 Committee Members

- (a) All committee members must be a member of the club per section 3.2(a) of these by-laws.
- (b) The committee is to consist of a:
 - (i) Minimum of five members including the four office holders per constitution.
 - (ii) Maximum of nine members including the four office holders per constitution.
- (c) Any officeholder per constitution and one other committee member can authorise documents and agreements on behalf of the club. The committee can delegate the non-officeholder authorisation to non-committee members of the club via unanimous vote by the committee.
- (d) A committee member can only hold the same position for a maximum period of five continuous years. The member can nominate for the position again after vacating the position for at least two years. During this period the member can hold other positions on the committee.
- (e) The head of football or delegate will be the nominated member to represent the club with the WAAFL and Perth Districts.
- (f) All members of the committee are required to attend committee meetings held once in every calendar month. If they are unable to attend they must convey their apologies to the secretary and chair of the committee one week before the schedule date of the committee meeting.
- (g) Any member of a committee who misses three consecutive meetings or three meetings without conveying a proper apology per by-law 2.1(c) may be stood down from their position and a replacement will be elected as per section 2.2 of these by-laws.

2.2 Changes to Committee Members

- (a) From time to time members of the committee may resign due to work or health reasons. The committee will seek a replacement for the vacant position and ratify this replacement at the next committee meeting. Members will be notified of this replacement within 28 days of the committee meeting concluding.
- (b) If the president of the committee is forced to resign the duly elected vice president will act as temporary president until the next committee meeting. At this meeting the acting-president will ask for nominations from the remaining members of the committee for a person to fill the vacant role. If more than one person is nominated the quorum in attendance at the meeting will conduct a secret ballot scrutineered by the club treasurer or secretary in order to decide on the new president.

Members will be notified of this replacement within 28 days of the committee meeting concluding.

3. MEMBERSHIP

3.1 Nominations

- (a) Any person of legal majority, good moral character and good reputation in the community, may be granted membership of the club.
- (b) Nominations shall be made by completing the forms as provided by the club and make payment of a nominal fee as decided by the committee. The registrar will process the nomination and provide an updated electronic registration schedule to the secretary. The secretary will update the members register to be endorsed by the committee at the next committee meeting.

3.2 Type of Membership

- (a) There will be several categories of membership established by the committee to cover our diverse membership background;
 - (i) Social Members do not have the right to vote at a member meeting of the club unless they are a current committee member or have served on the committee in the year immediately preceding the annual general meeting. Annual fees to be paid will be determined annually by the committee.
 - (ii) Junior Members are playing members of the club under the age of 18. They will have no direct voting rights and not be able to serve on the committee until they turn 18. The junior member will nominate one guardian or parent to hold voting rights which must be recorded on the members register until they turn 18. Annual fees to be paid will be determined by the committee.
 - (iii) Senior Members are playing members of the club over the age of 18 and have full voting rights. Annual fees to be paid will be determined annually by the committee.
 - (iv) Life Members as nominated by the club have full voting rights and are not required to pay any annual fees unless as a current playing member.
 - (v) Hall of Fame Members (normal and legends) as nominated by the club have full voting rights and are not required to pay any annual fees unless as a current playing member.
- (b) A member can only be classified into one member category at any one time and must declare their interest to the club via the secretary to update the members register prior to any voting undertaken at a member meeting.

- (c) Any member may be expelled by the club via a majority vote by the committee. Any right to use the name of the club or represent the club will be forfeited.

4. CONFLICT OF INTEREST

- (a) All members must disclose any actual or perceived material conflicts of interest for review by the club committee and provided to the members at the Annual General Meeting.
- (b) The conflict of interest will be entered into the club register and maintained by the secretary including the nature of the conflict, the extent of the conflict and any associated action to address.

5. CODE OF CONDUCT

- (a) Members and their guests are expected to conduct themselves in a responsible manner, and comply with all reasonable requests made to them by the Committee including being well presented at all times.
- (b) Members, volunteers and their guests are expected to adhere to the Member and Volunteer Protection Policy as endorsed by the committee.

6. COACHING STAFF

- (a) At the end of every playing season the committee or its delegated authority will review the performances of the current coaching staff and decide by the commencement of pre-season training as to which coaches will be offered a coaching role. The committee will draw up new contracts for all coaches remunerated by the club.
- (b) An assistant or reserves coach will conduct training or game day in the absence of the head coach and all coaches must ensure training equipment is returned to the club.
- (c) Any member of the coaching staff will reimburse the club any losses of any kind that have been incurred as a result of any act or omission of that member of the coaching staff that the committee deems is attributable to that member of the coaching staff.
- (d) All coaches will comply with the Football and Operations Policy as endorsed by the committee.

7. **FINANCIAL STATUS**

- (a) No person can play for the club unless he is a fully paid member without approval of the committee.
- (b) All ordinary members selected to play are required to pay a game day fee as decided by the committee before playing that weekend's game.
- (c) All players must pay in advance the annual playing fee decided by the committee or agree to a repayment schedule with the treasurer prior to them playing their first game.
- (d) The treasurer is empowered to instruct the selection committee that they not pick a player if he considers the player un-financial or in breach of his fee payment proposal.

8. **AWARDS & VOTING**

8.1 **Vote Counting**

- (a) For every senior game of the qualifying season the team manager will appoint three officials, one of which will be a coach, to each award fairest & best votes on a 5-4-3-2-1 basis. For every junior game of the qualifying season the team manager will appoint four officials to each award fairest & best votes on a 5-4-3-2-1 basis. The same voting system will apply to any club side participating in finals football.
- (b) The completed votes will be collected by the team manager of the side that the votes relate to who will in turn ensure that the votes are given to the football manager.
- (c) After the last qualifying game the head of football or delegate will in the presence of a member of the committee count all votes for each side fielded by the club. The results of each vote count will be kept confidential with the exception that all coaches will be advised of the top three vote getters for their particular side so that they may choose award winners
- (d) Where there is a tie in any of these vote counts the club will announce dual fairest and best winners for that particular grade.
- (e) Any player found guilty in a qualifying game of an incident of misconduct by the WAAFL or Perth District will be deemed ineligible for any fairest and best award. This does not include a player who is suspended for receiving accrued yellow cards.

8.2 **Club Awards**

- (a) The top three vote getters in the vote count will be presented with awards at the club's presentation night. A player who has breached by-law 8.1(e) will be ineligible to receive an award and the next highest vote getter will receive the award.

- (b) A coach for a team can nominate two additional players to receive trophies.
- (c) Each year the club will present the Rippers Rising Star award. Only senior players less than 25 years and with less than 10 games experience prior to the commencement of that season will be considered eligible for this award.
- (d) Each year the committee will present the Rob Wiley Award that will reward the junior player in all grades from year 4 upwards that receives the most F&B votes across the qualifying season.
- (e) Each year each member of the committee will vote on a 3-2-1 basis for club person of the year. These votes will be handed to the club president who will count the votes with the vice president and/or secretary.
- (f) The club rewards its players with player awards on a weekly basis. No player award is to exceed an equivalent value of \$100 and all awards are in the form of sponsor vouchers or a club bar tab if the player is legally compliant per liquor licensing laws.
- (g) The fairest and best player for each senior side in the finals will be awarded the Prowse Medal. If multiple sides are playing in finals football in a given year, multiple Prowse Medals can be awarded.
- (h) The fairest and best player for each junior side in the finals will be awarded the Peter Spencer Medal. If multiple sides are playing in finals football in a given year, multiple Peter Spencer Medals can be awarded.

9. HALL OF FAME

- (a) The club will on an annual basis induct present or former members into its Hall of Fame for meritorious service as a player or administrator of the club. The Hall of Fame will have two levels of induction being Legend Status and Normal Status.
- (b) An inductee to the Hall of Fame may be promoted from normal status to Legend Status in any following year after being awarded normal status.
- (c) The Committee by their June meeting will ratify one nomination for the Hall of Fame for that year.
- (d) To be eligible for induction as a player the inductee must either be retired from football for two years or if continuing to play have already received life membership of the club as a player and have played more than 200 games with the club.
- (e) To be eligible for induction as a volunteer or coach the inductee must have been retired for two years or have already achieved life membership status for their volunteering or coaching services.

10. **LIFE MEMBER**

- (a) The club will on an annual basis induct present or former members as life members for meritorious service as a player or administrator of the club.
- (b) The Committee by their June meeting will ratify up to three nominations for life membership.
- (c) To be eligible for life membership as a player the inductee must have played more than 150 senior games with the club.
- (d) To be eligible for life membership as a volunteer or coach the inductee must have served for 5 or more years of continuous service to the club or as per discretion by the committee.