

Canning River Canoe Club

2012 Annual General Meeting Minutes

Date: 9th September 2012

Time: 3.00pm

Venue: Fern road

Attendees: Christian Thompson, Judith Thompson, Steve Egger, Luke Egger, Jeff Lohrey, Simone Burge, Peter Burge, Andree Martin, Dave Brown, Richard Tempest, Jane Tempest, David Tempest, Kelly Tempest, Peter Ferguson, Robyn Brown, Louis Botes, Lisa Hammond, Jake Hammond, Jennifer Hammond, Mary-Joe Harris.

Apologies: Rob Carless

1. **Previous minutes** : accepted by Dave Brown seconded by Andree martin.

2. **President's Report**

Membership has increased from 76 to 93

Successfully ran Club events with increased participation, thanks must go to the volunteers who make these events happen and our major sponsors including Finn Kayaks, Spirit Paddle Sport and Perth Canoe Works.

Thanks to volunteers Tuesday paddles have grown in popularity especially in summer with new records for attendance being set with a wide variety of craft represented, including a growing number of guppy and junior members who are setting times that are pushing us oldies.

Last Summer a number of Instruction Sessions were held in the summer school holidays and extra coaching was given by Steve to the juniors when not racing. This has brought in new members and raised the quality of paddling. Dave Worthy also ran a couple of Technique Sessions for older paddlers which were well attended and very useful in identifying areas of paddling for improvement.

Members have been doing well in all areas of paddling. High lights included our under 10 paddlers taking out the Boy and Girl Paddler of the year and Steve Bird paddled with Jesse in the K2 200 final in the Olympic games.

We continue to develop the club's image with the addition of paddle singlet and will so add other kit to the items offered by the club.

Due to generous donations and purchases by the club we now have sufficient single and double guppy kayaks to allow the club to increase our participation in encouraging kids to take up paddling.

There is slow progress in trying to get a club house but we are talking to the City of Canning and CWA are talking to use about options and how to get support if we do find an appropriate location.

Lastly thanks to the Committee and volunteers who have helped to keep the club running growing and financially healthy.

3. Treasurer's report

AGM FINANCIAL REPORT

OCTOBER 2011 TO SEPTEMBER 2012

	DEBIT	CREDIT
OPENING BALANCE:-		\$15,861.55
INCOME		
Memberships Received 2011/2012 season		\$ 5,740.00
Come & Try - Jennifer Hammond		\$ 10.00
NADA Memberships:		\$ 270.00
City of Canning Grant <small>(NB: Grant funds were used to purchase long plastic - expenditure on last year's AGM Report)</small>		\$ 500.00
Scavenger Hunt		\$ 309.30
Nomination Race 9/10/2012		\$ 548.50
Canning Ascent BBQ 26/02/2012		\$ 205.50
Canning Classic Race		\$ 2,003.40
Event Hire, Canning Classic		\$ 82.40
Canning Classic Bond Canning Council		\$ 300.00
Canning Classic Donation		\$ 55.00
Pat Ballantyne Donation		\$ 20.00
Paddle Challenge Donation from CWA		\$ 200.00
Presidents Cup		\$ 250.00
Movie Night 31/3 2012		\$ 61.00
Guppy Paddling Session - October		\$ 190.00
Guppy Paddling Session - November		\$ 395.00
Guppy Paddling Session - April		\$ 240.00
CRCC Merchandise Sales - Lights		\$ 15.00

Boat Hire	\$ 586.00
Singlets (contributions & sales)	\$ 1,120.00
Interest	\$ 1.56
	\$13,102.66
TOTAL INCOME	\$28,964.21

EXPENDITURE

Memberships paid to CWA	\$2,240.00
Canning Council (Access for 1 year from 3/6/12 to 3/6/13 Riverton Bridge Park-West Bank)	\$ 382.40
Canning Council - Event Hire Canning Classic/Bond	\$ 382.40
Singlets x 100	\$3,840.00
Boat Purchases 1 x GK2 & 2 x GK1	\$2,045.78
Constitution	\$ 31.00
TOTAL EXPENDITURE	\$ 8,921.58
<i>CLOSING BALANCE:-</i>	\$20,042.63

4. Election of Office Bearers

Steve Egger thanked the current office bearers and members of the committee for their efforts during the past twelve months, in particular Andree Martin who has been treasurer for four years and will be stepping down and Dave Brown who as President has contributed much during the past year. Dave will also be stepping down as required by his new role as CWA Director.

Positions were declared vacant and the new committee was elected as follows;

President	Steve Egger nominated by DB, seconded by PF
Vice President	Jeff Lohrey nominated by SE, seconded by AM
Treasurer	Simone Burge nominated by JL, seconded by PF
Secretary	Christian Thompson, nominated by SE, seconded by RT

Committee Members Judith Thompson, Peter Ferguson, Mary-Joe Harris, Richard Tempest

5. Constitution Changes

Changes to the constitution as outlined in previously circulated documents and attached below were proposed by Steve Egger and accepted by Andree Martin with a successful vote by members for their endorsement as the new constitution.

Meeting Closed 3.45PM

CONSTITUTION OF THE
CANNING RIVER CANOE CLUB
OF WESTERN AUSTRALIA

Proposal - AGM 2012

CONSTITUTION

CANNING RIVER CANOE CLUB

1. NAME OF THE CLUB

- 1.1 The name of the Club is the "Canning River Canoe Club"
 1.2 The name may be shortened to "CRCC"

2. DEFINITIONS AND INTERPRETATION

2.1 Definitions

In this constitution, unless the contrary appears.

"Act" means the Associations Incorporation Act 1987.

"Annual General Meeting" or "AGM" means a meeting of Members held under clause 19.

"Club" means the CRCC.

"Committee" means the Committee of the Club referred to in clause 12.1.

"Committee Member" means a person referred to in clause 12.1.

"Committee Meeting" means a meeting referred to in clause 17.1.

"Life Member" means a person admitted to Life Membership of the Club under clause 6.4.

"Member" means a financial member of the Club

"General Meeting" means a meeting convened under clause 18.

"Ordinary Resolution" means a resolution other than a Special Resolution.

"Special Resolution" has the meaning given by Section 24 of the Act.

"President" means the person referred to in clause 12.1 (a).

"Vice President" means the person referred to in clause 12.1 (b).

"Secretary" means the person referred to in clause 12.1(c).

"Treasurer" means the person referred to in clause 12.1 (d).

"family membership" - 2 senior (or both parents of a junior) and any number of juniors under 18 years residing at the same address. They receive all member benefits and discounted fees to sanctioned competitions. For the purpose of interpretation (of the constitution), family members shall be deemed to be Senior or Junior members according to their age.

"junior membership" - person under 18 years involved in competitions. They receive all member benefits but can not vote at meetings, they receive discounted fees to sanctioned competitions.

"senior membership" - person over 18 years involved in competitions. They receive all member benefits, they receive discounted fees to sanctioned competitions.

"recreational membership" - paddlers not involved in competition on a regular basis. They do not receive discounted fees to sanctioned competitions.

"volunteer membership" - non-paddling persons helping with club events and activities.

2.2 Interpretation

In this constitution, unless the contrary appears

- (a) words importing the singular number include the plural and vice-versa;
 (b) words importing a gender include every gender;

- (c) the word "include" in any form is not a word of limitation;
- (d) the "financial year". concludes on 30 June and commences on 1 July;
- (e) The "club year" and "membership year" are the same and set by the association;
- (t) references to clauses paragraphs and Schedules are references to clauses paragraphs of, and schedules to this document.

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3. OBJECTS OF THE CLUB

The objects of the Club are:

- (a) promote competitive and recreational canoeing;
- (b) arrange for club events, teams and training squads;
- (c) recognise canoeing values and the implications on canoeing in recreational and natural resource planning and management;
- (d) be a means of liaison between members;
- (e) represent and promote the interests of members;
- (f) pursue high standards of safety, education and training in all aspects of the sport and recreation of canoeing;
- (9) and as such strategic intentions that are adopted by the Board from time to time;

4. PROPERTY AND INCOME OF THE CLUB

The property and income of the Club must be applied solely towards the promotion of the objects or purposes of the Club and no part of that property or income may be paid or otherwise distributed, directly or indirectly, to Members of the Club, except in good faith in the promotion of those objects or purposes. Any such payment must be approved by the committee.

5. QUALIFICATION FOR MEMBERSHIP OF THE CLUB

- 5.1 Membership of the Club is open to any person who is interested in any form of paddling, or being part of a social group.
- 5.2 Ownership of a paddle craft is not a pre-requisite.

6. MEMBERSHIP OF THE CLUB

- 6.1 Subject to the provisions of this clause 6, a person who wishes to become a Member of the Club must apply for membership to the Committee in writing on the form provided for the purpose by the Club, along with payment for membership.
- 6.2 The committee must consider each application for membership made and must accept or reject each application.
- 6.3 Neither the Committee nor the club is bound to give explanation for rejection of any application.

6.4 The committee may nominate a person for life membership of the club and any such nomination must be put at the next Annual General Meeting for ratification.

A Life Member pays no subscription, and, if not already a Member, pays no joining fee, but otherwise has the same status as any other Member.

7. MEMBERSHIP ENTITLEMENTS NOT TRANSFERABLE

A right, privilege or obligation that a person has by reason of being a Member;

- (a) is not capable of being transferred or transmitted to another person; and
- (b) terminates on cessation of the person's membership.

8. REGISTER OF MEMBERS OF THE CLUB

8.1 The Secretary or Membership Registrar, under direction of the Secretary, must keep and maintain the register of Members in accordance with Section 27 of the Act.

8.2 The Registrar must cause the name of a person who dies or who ceases to be a Member under clause 9 or 10 to be deleted from the register of Members referred to in clause 7.

9. MEMBERSHIP SUBSCRIPTIONS

9.1 The Members must at the Annual General Meeting determine the amount of the annual subscription to be paid by each Member.

Subscription for junior members shall always be less than senior membership. Only new members will have their fees calculated pro-rata by quarter.

9.2 Each Member must pay to the Club, annually on or before due date, the amount of subscription fees determined under clause 9.1.

9.3 A Member whose subscription is not paid within one month after the relevant date fixed under clause 9.2 ceases on the expiry of that period to be a Member - becoming a non-financial member with no membership benefits and no right to vote at club meetings.

10. RESIGNATION OF MEMBER

A Member who delivers notice in writing of resignation from the Club to the Secretary or another Committee Member ceases to be a Member on delivery of that notice.

11. EXPULSION OF MEMBERS

11.1 The Committee may from time to time consider that a Member should be expelled from the Club because his or her conduct is regarded as being detrimental to the interests of the Club.

11.2 Expulsion of a Member must be referred to a General Meeting and must be the subject of a vote by the members.

11.3 Should the Committee consider the expulsion of a Member under clause 11.1 the Committee must communicate in writing to the Member a notice of the proposed expulsion and the reasons pertaining thereto, not less than 14 days prior to the date of the General Meeting at which the case is to be decided.

11.4 The Members of the Club must afford the Member concerned a reasonable opportunity to be heard by, and/or make representations to in writing to, the membership Members at the General Meeting referred to at clause 11.2.

11.5 The membership's Club's decision to expel or retain the Member is by majority vote at the General Meeting and the decision must be communicated in writing to the Member.

11.6 From the time that the decision has been made to expel a Member that Member forfeits all rights to claim upon the Club or its property as they would have by reason of membership.

12. COMMITTEE OF MANAGEMENT

12.1 The affairs of the Club are managed exclusively by a Committee consisting of the following;

- (a) a President;
- (b) a Vice President;
- (c) a Secretary;
- (d) a Treasurer; and
- (e) four committee members.

all of whom must be Senior Members elected to membership of that Committee at an Annual General Meeting or appointed under clause 16.

12.2 The position of Immediate Past President exists when a new President is elected, for the outgoing President to remain a Committee Member for the period of the year. This position exists subject to acceptance by the outgoing president.

12.3 In addition, Members may be appointed to the following positions as required. by the Committee after their election in each year.

- (a) membership secretary;
- (b) delegates to other bodies or committees
- (c) other positions as the Committee sees fit.

12.4 The election of Committee Members must be held annually at the Annual General Meeting of the Club.

12.5 The persons elected or appointed as Committee Members hold office until the next Annual General Meeting.

12.6 Members of the Committee are eligible for re-election. subject to clause 12.7.

12.7 A person who is eligible for election or re-election under this clause may at the Annual General Meeting concerned: -

- (a) propose or second himself or herself for election or re-election; and
- (b) vote for himself or herself.

12.8 When a casual vacancy within the meaning of clause 16 occurs in the membership of the Committee:

- (a) the Committee may appoint a Member to fill that vacancy; and
- (b) a Member appointed under this clause:

(i) holds office until the commencement of the next general meeting General Meeting;

and

(ii) is eligible for election to the Committee at the next General Meeting.

12.9 A Member may hold no more than two positions on the Committee concurrently

13. CHAIRPERSON

The President must preside at all General Meetings and Committee Meetings and in the absence of the President the Vice-President presides.

14. SECRETARY

The Secretary must:

- (a) co-ordinate the correspondence of the Club.
- (b) keep full and correct minutes of the proceedings of the Committee and of the Club in a minute book kept for that purpose.
- (c) comply on behalf of the Club with section 28 of the Act in respect of the rules.
- (d) have custody of all books, documents, records and registers of the Club other than those required by this constitution to be kept and maintained by, or in the custody of, the Treasurer and the Registrar.

15. TREASURER

The Treasurer:

- (a) receives all monies paid to or received by the or on behalf of the Club and must issue receipts for those monies in the name of the Club.
- (b) must pay all monies referred to in clause 1 into the account of the Club.
- (c) must make payments from the funds of the Club only with the authority of a General Meeting or of the Committee and in so doing ensure that all cheques are signed by two Committee members.
- (d) must comply on behalf of the Club with sections 25 and 26 of the Act in respect of the accounting records of the Club.
- (e) must whenever directed by the President or Committee, submit to the Committee a report, balance sheet or financial statement.
- (f) must provide a full financial report of the preceding year to the Annual General Meeting.
- (g) has custody of all securities, books and documents of a financial nature and accounting records of the Club. including those referred to in clauses 15(d) and 15(e).

16. CASUAL VACANCIES IN MEMBERSHIP OF COMMITTEE

A casual vacancy occurs in the office of a Committee Member and that office becomes vacant if

the Committee Member:

- (a) dies;
- (b) resigns by notice in writing delivered to the Committee;
- (c) is convicted of an offence under the Act;
- (d) is permanently incapacitated by mental or physical ill health;

- (e) is absent without leave from more than 3 consecutive Committee meetings; or
- (f) ceases to be a Member.

17. PROCEEDINGS OF COMMITTEE

- 17.1 The Committee must meet together for the dispatch of business as often and when required to transact the business of the Club.
- 17.2 Each Committee Member has a deliberative vote.
- 17.3 Oral or written notice of a meeting of the Committee must be given by the Secretary to each Committee Member no less than seven days (or such other period as may be unanimously agreed on by the members of the Committee) before the time appointed for the holding of the meeting.
- 17.4 No business is to be transacted by the Committee unless a quorum is present and if, within half an hour of the time appointed for the meeting, a quorum is not present, the meeting stands adjourned to a place and hour to be advised to the Committee by the Secretary or President.
- 17.5 A question arising at a Committee meeting must be decided by a majority of vote, but, if there is an equality of votes, the person presiding at the Committee meeting has a casting vote in addition to his or her deliberative vote.
- 17.6 At a Committee meeting four Committee Members forms a quorum.

18. GENERAL MEETINGS

- 18.1 The Committee
- (a) may at any time convene a General Meeting.
 - (b) may at any time convene a Special General Meeting.
 - (c) must within 30 days of receiving a request in writing to do so from not less than five members, convene a Special General Meeting for the purpose specified in that request.
- 18.2 The Secretary must give to all Senior Members not less than 14 days written notice of a Special General Meeting and of any motions to be moved at the Special General Meeting.
- 18.3 The quorum for a General Meeting or a Special General Meeting is at least ten members.
- 18.4 Members must be advised of a General Meeting not less than 14 days in advance.
- 18.5 A question arising at a General Meeting must be decided by a majority of votes, but, if there is an equality of votes, the person presiding at the meeting has a casting vote in addition to his or her deliberative vote.

19. ANNUAL GENERAL MEETINGS.

- 19.1 The Annual General Meeting of the Club must be held every year on a day and hour to be determined by the Committee for the purpose of transacting the business of the Club. The ordinary business of the AGM Includes:
- (a) presentation of minutes of the previous AGM;
 - (b) tabling of reports;
 - (c) determining of membership subscription fees;
 - (d) the election of office bearers;

- (e) discussion of any business of which due notice has been given; and
- (f) general business.

19.2 The quorum for an AGM is at least 20% of club membership or 8 Members whichever is the less.

19.3 Only Senior Members who were financial at the close of the previous club year and Life Members are eligible to vote at an AGM.

19.4 A question arising at an AGM not required to be resolved by Special Resolution must be decided by a majority of votes, but, if there is an equality of votes, the person presiding at the meeting has a casting vote in addition to his or her deliberative vote.

19.5 Members must be advised of the AGM not less than 30 days in advance.

20. VOTING RIGHTS OF MEMBERS OF THE CLUB

20.1 Each Subject to clause 19.3, each Senior Member present in person or by proxy at a General Meeting or an AGM is entitled to a deliberative vote.

20.2 Voting must be conducted after proposal and seconding, by show of hands unless a ballot is requested by at least three members.

21. PROXIES OF MEMBERS OF THE CLUB

21.1 A Senior Member may appoint in writing a maximum of one other Member to be his or her proxy by notice given to the Secretary no later than 24 hours before the time of the meeting in respect of which the proxy is appointed.

21.2 Any Member may only hold one proxy for another Member.

21.3 The notice appointing the proxy is to be in the form set out in Appendix 1.

22. SERVICE OF NOTICE

22.1 For the purpose of this constitution, a notice may be served by or on behalf of the Club on any Member either personally by email (if a current email address is available) or by sending it by post to the Member at the Member's address shown in the register of Members.

22.2 If a document is sent to a person by properly addressing, prepaying and posting to the person a letter containing the document, the document is, unless the contrary is proved, taken for the purposes of this constitution to have been served on the person three days after posting.

23. RULES OF THE CLUB

23.1 This constitution binds every Member and the Club to the same extent as if every Member and the Club had signed this constitution and agreed to be bound by all of their provisions.

23.2 A rule may only be created, altered or rescinded at a Special General Meeting called for that purpose, or at an Annual General Meeting, and then only upon a motion carried by two thirds of the Members present in person.

23.3 Advice of a proposed rule to be created, altered or rescinded must be given in writing to Members no less than 30 days in advance of the meeting at which it is to be decided upon.

23.4 In the event of any doubt or difficulty arising as to the meaning of any rule, the meaning is determined by the Committee. Such a determination is final and binding on the members, subject only to a reversal by a Special General Meeting called for that purpose.

23.5 The Committee has the power to create, alter and rescind By-laws, consistent with the rules herein. for specific purposes as determined from time to time. Any such By-Laws must be recorded in meeting minutes by the Secretary.

24. COMMON SEAL OF THE CLUB

24.1 The Club must have a common seal on which its corporate name must appear in legible characters.

24.2 The common seal of the Club must not be used without the express authority of the Committee and every use of that common seal must be recorded In the minute book referred to in clause 14(b).

24.3 The affixing of the common seal of the Club must be witnessed by any two of the President, the Secretary and the Treasurer.

24.4 The common seal of the Club must be kept in the custody of the Secretary or of such other person as the Committee from time to time decides.

25. INSPECTION OF RECORDS, ETC OF THE CLUB

A Member may at any reasonable time inspect without charge the books, documents, records and securities of the Club, on request of no less than seven days.

26. DISSOLUTION

26.1 The Club may be dissolved or wound up by a resolution Special Resolution at any Annual General Meeting or Special General Meeting called for such purpose.

26.2 If upon dissolution or winding up of the Club there remains after the satisfaction of all of Its debts and liabilities any property whatsoever the same must not be paid to or distributed among the Members of the Club but must be given or transferred to some other Club incorporated under the Act, and having objects Similar wholly or in part to the objects of the Club or to some other institution having charitable purposes.

END

CRCC

***APPENDIX 1
(Rule 20)***

FORM OF APPOINTMENT OF PROXY

I,

(full name)

of

(address)

being a member of the CRCC hereby appoint

(full name of proxy)

of

(address of proxy)

being a member of that incorporated association, as my proxy to vote for me on my behalf at the general meeting of the association (annual general meeting or special general meeting, as the case may be) to be held on:.....[date] and at any adjournment of that meeting.

My proxy is authorised to vote In favour of / against (delete as appropriate) the resolution

(insert details).

Signature of member appointing proxy

Date

NOTE: A proxy vote may not be given to a person who is not a member of the association.