

Australian Eight Ball Federation Incorporated



AEBF Constitution

Amended October 2016
Launceston AGM

(Supersedes any previous versions)

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AEBF Constitution (2016)

- 1. Name:**
The name of the association shall be "The Australian Eight Ball Federation Incorporated" (hereafter called the "Federation").
- 2. Definitions:**
 - 2.1 "Australian Committee" means The Australian Eight Ball Federation Committee. This committee consists of two Delegates appointed by each Member State and Territory Association.
 - 2.2 "Executive Committee" means The Australian Eight Ball Federation Executive Committee. This committee consists of office bearers duly elected or appointed by the Australian Committee at each Annual General Meeting.
- 3. Objects of the Federation:**
 - 3.1 To serve as the governing body of the sport of eight ball in Australia.
 - 3.2 To advance and promote the sport of eight ball within Australia.
 - 3.3 To educate, train, coach and encourage competitors.
 - 3.4 To conduct Australian Championships.
 - 3.5 To affiliate with other organisations for the betterment of eight ball.
- 4. Membership:**
 - 4.1 The Federation shall recognise one Association from each State and Territory of the Commonwealth of Australia as a Member Association. All individual members of the Federation Executive Committee and all Individual members of Member Associations automatically become members of the Federation
 - 4.2 **The Member Associations at 1st January 1994 are:**

Australian Capital Territory Eight Ball Association Incorporated
Eight Ball Association of South Australia Incorporated
Northern Territory Eight Ball Association Incorporated
Queensland Eight Ball Federation Incorporated
State Eight Ball Association of N.S.W. Incorporated
Tasmanian Eight Ball Federation Incorporated
Pool Victoria Incorporated
West Australian Eight Ball Federation Incorporated
- 5. Affiliation Fees and Levy Fees:**
 - 5.1 The fees payable by each Member Association to the Federation shall be determined by the Australian Committee at each Annual General Meeting.
 - 5.2 Any Member Association whose fees have not been received by the due date shall be sent a letter advising that their membership will be suspended and a fine equal to the fee outstanding will be imposed if the fee is not paid within 14 days of the date of the letter. If the fee is not received during the 14 days, the fine and suspension will be imposed without further notice. An association so suspended may be reinstated at the discretion of the Executive Committee upon payment of all outstanding fees and fines.
- 6. Executive Committee:**
 - 6.1.0 Election of Office Bearers
 - 6.1.1 The Australian Committee shall, at each Annual General Meeting, elect the officers of the Executive Committee comprising a President, Vice-President, Secretary, Treasurer, Media Officer, Junior Development Officer, Fund Raising Co-Ordinator, Umpire's Coach and Coaching Director. The Host President of the Member Association appointed to host the next Australian Championships will be appointed to the Executive Committee.
 - 6.1.2 Office Bearers not standing for position notify the Secretary of the AEBF 6 weeks prior to AGM to allow other interested people to nominate for Executive Position.

- 6.1.3 Office Bearers are elected for a 2-year term in the following manner:
- (a) Even Years: - President / Treasurer /Coaching / Media Officer, Fund Raising Co-Ordinator
 - (b) Odd Years: - Vice President / Secretary / Junior Development / Umpires Director.
 - (c) Host State president to be elected each year.
- 6.1.4 Persons holding Executive Portfolio positions (i.e. Media Officer, Fund Raising Co-Ordinator, Rules & Umpires Director, Junior Development, and Coaching) are to present a written report of their activities at each AGM.
- 6.2.0 The affairs of the Federation shall be managed and controlled by the Executive Committee, which in addition to any powers and authorities conferred by the Australian Committee, may exercise all such powers and do all such things as are within the objects of the Federation.
- 6.3.0 The Executive Committee shall have the power to appoint such officers and employees as are required to carry out the objects of the Federation and may delegate any of its powers to such officers and employees.
- 6.4.0 Duties of Executive Committee Officers:**
- 6.4.1 **President:**
To oversee the operations of the Executive Committee. To chair all meetings of the Executive Committee and Australian Committee. To represent the Federation at functions. To prepare and submit Bi-Monthly reports of the operations of the Executive Committee to Member Associations and to liaise with Member Associations and outside parties on behalf of the Federation. To ensure that Federation business is conducted in accordance with the Constitution, By-Laws and Committee directives.
- 6.4.2 **Vice President:**
To act as President in the absence of the President. To ensure that a Federation Development Plan is developed, updated and revised as necessary, and implemented.
- 6.4.3 **Secretary:**
To keep proper minutes of the proceedings of all Executive Committee and Australian Committee Meetings. To keep master copies of the Constitution and By-Laws and amend these in accordance with successful motions at Australian Committee Meetings. To assist in the preparation of other literature deemed necessary by the Executive Committee.
- 6.4.4 **Treasurer:**
Subject to Clause 13. To control all monies payable to and by the Federation. To maintain a Federation bank account. To ensure that a financial report is included in each President's Bi-Monthly report. To ensure that the annual financial statements are properly audited and presented to the Annual General Meeting.
- 6.4.5 **Media Officer:**
To oversee all the "Live Streaming" of AEBF Championships/Events, updating the AEBF Website regularly as well as the AEBF Facebook page and enforcing the AEBF Social Media Policy. They are also to promote our sport to television, print media & radio outlets this will involve sending out media releases advising of events/championships prior to & during the event and liaising with these media outlets. Also to ensure that the Federation receives the maximum positive media exposure.
- 6.4.6 **Junior Development Officer:**
To implement junior development initiatives as outlined in the Development Plan.
- 6.4.7 **Umpires Coach:**
To implement umpiring development initiatives as outlined in the Development Plan.
- 6.4.8 **Coaching Director:**
To implement coaching development initiatives as outlined in the Development Plan.
- 6.4.9 **Host Member Association President:**
To keep the Executive Committee and Member Associations informed of that State's progress towards hosting the Australian Championships.
- 6.4.10 **Fund Raising Co-Ordinator:**
To instigate, or assist other members of the Executive committee with, sponsorship proposals.

- 7. Financial Year:**
The financial year of the Federation shall be a twelve-month period ending on the 30th September in each year.
- 8. Borrowing Powers:**
- 8.1 The Federation may borrow money from banks or other financial institutions upon such terms and conditions as the Executive Committee sees fit, and may secure the repayment thereof by charging the property of the Federation.
- The Federation may invite and accept deposits of money from any person on such terms and conditions as may be determined by the Executive Committee from time to time.
- 9. Scope of the Constitution:**
- This Constitution shall bind the Federation, Member Associations and individual Members to the same extent as if they had respectively signed and sealed them, and agreed to be bound by all of the provisions thereof.
- 10. The Federation Seal:**
- 10.1 The Federation shall have a common seal upon which its name shall appear in legible characters.
- 10.2 The seal shall not be used without the express authorisation of the Executive Committee and every use of the seal shall be recorded in the minute book of the Federation. The affixing of the seal shall be witnessed by the President.
- 10.3 The seal shall be kept in the custody of the Secretary or such other person as the Executive Committee may from time to time decide.
- 11. Use of the Federation Name:**
No person, organisation or corporation shall in any way use the name of the Federation without the prior consent of the Federation Executive Committee.
- 12. Meetings:**
- 12.1.0 General (i.e. Delegates)
- 12.1.1 General (i.e. Delegates) Committee shall consist of the Executive and Delegates of Member Associations. (1996)
- 12.1.2 A Life Member of the Federation may if they wish to do so, attend meetings of the Federation as an observer, unless specifically asked to speak by the Chairman. (1996)
- 12.1.3 The Executive Committee shall meet at least once a year.
- 12.1.4 The Australian Committee shall meet at each Annual General Meeting.
- 12.1.5 Quorums.
- 12.1.5.1 A quorum for a meeting of the Executive Committee shall be five officers.
- 12.1.5.2 A quorum for a meeting of the Australian Committee shall be two thirds of delegates.
- 12.1.6 An Officer or Delegate having a pecuniary interest in a contract with the Federation must disclose that interest to the Committee and shall not vote with respect to that contract.
- 12.1.7 If within thirty minutes after the time appointed for the meeting, a quorum of Officers or Delegates is not present, the meeting shall stand adjourned to a time and place to be decided by the Officers or Delegates. If at such adjourned meeting, a quorum is not present within 30 minutes of the time appointed for the meeting, the Officers or Delegates present shall form a quorum.
- 12.1.8 The President, or if there is no President then the Vice-President, or in their absence, or on their declining to take, or retiring from the chair, one of the Officers or Delegates chosen by the meeting shall preside as chairperson.

- 12.1.9 The chairperson may with the consent of any meeting at which a quorum is present, and shall if so directed by the meeting, adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which adjournment took place.
- 12.1.10 When a meeting is adjourned for 30 days or more, notice of the adjourned meeting shall be given as if that meeting were an original meeting of Officers or Delegates.
- 12.1.11 At any meeting, a motion put to a vote shall be decided on a show of hands unless the meeting decides to conduct a ballot. In either case, the Chairperson shall announce whether the resolution has been carried or lost and shall announce the number of votes recorded in favour of and against the resolution.
- 12.1.12 If a poll is demanded it shall be taken in such a manner as the chairperson directs.

12.2 Annual General Meetings:

- 12.2.1 The Annual General Meeting of the Federation shall be held in conjunction with the Australian Championships.
- 12.2.2 Any Notices of Motion to change the Constitution or the Playing Rules of the Federation must be handed or posted to the Secretary three calendar months prior to the commencement of the Australian Championships.
- 12.2.3 A President's and Treasurer's Report, including audited annual financial statements, shall be presented.
- 12.2.4 Executive Committee elections shall be conducted.
- 12.2.5 The Australian Committee shall consider and determine any business that has been received in writing by the appropriate time and any other relevant business.
- 12.2.6 Member Associations shall be appointed to conduct future Australian Championships and Australian Junior Championships.
- 12.3 Meeting Minutes
 - 12.3.1 That all meetings of the Federation shall be tape recorded. (1985)
 - 12.3.2 Proper minutes of all proceedings of meetings of the Federation shall be entered in minute books kept for that purpose within one month of the relevant meeting.
 - 12.3.3 The minutes kept pursuant to this rule shall be signed by the chairperson of the meeting at which the proceedings took place or by the chairperson of the next meeting.
 - 12.3.4 Where minutes are entered and signed they shall, until the contrary is proved, be evidence that the meeting was convened -and duly held, that all proceedings reported duly occurred and that all appointments made were valid.

12.4 Voting Rights:

- 12.4.1 **General (Delegate) Committee Meetings.**
Two (2) Delegates appointed by each Member Association may attend, be heard and cast one vote per Member Association. Executive Committee Officers may attend and be heard. The Chairperson is entitled to a casting vote only.
- 12.4.2 **Australian Annual General Meeting.**
Two (2) Delegates appointed by each Member Association may attend, be heard and cast a vote each. Executive Committee members may be heard but have no vote. Members of the AEBF Executive who have also been duly appointed as a State or Territory Delegate may vote.

12.4.3 Executive Committee Meetings.

Each elected officer of the Executive Committee may be heard and cast a vote. The Chairperson is entitled to a deliberative vote and a casting vote.

12.4.4 Except for an alteration to the Constitution (Clause 14.2), an issue will be decided by a majority of votes.

12.4.5 Any Member Association, whilst unfinancial, can have no vote at meetings of the AEBF.

13. Accounts:

The Federation shall keep such accounting records as are necessary to correctly record and explain the financial transactions and financial position of the Federation. All monies received by the Federation shall when practicable be paid into a bank or recognised financial institution approved by the Executive Committee. All cheques shall be signed by two of the following persons, the President, Vice-President, Secretary or Treasurer. An auditor shall be appointed by the Executive Committee and an audit conducted annually.

14. Alteration of Constitution:

14.1 This Constitution shall not be amended or altered except at an Annual General Meeting or a Special Meeting convened for that purpose. No motion for an amendment or an addition shall be submitted to a vote of the Federation unless notice thereof, signed by the Chairperson of the Member Association or Federation Executive Committee Officer proposing the amendment or addition, shall have been handed or posted to the Federation Secretary at least **sixty (60) days** before the date of the Annual General Meeting or Special Meeting at which the alteration or addition is proposed to be made.

14.2 Any proposed alteration, addition or amendment shall be carried by at least a two-thirds majority of Delegates at the meeting and entitled to vote.

14.3 That the date of any alteration and/or additions be added to relevant pages or headings. (1993)

15. Public Officer:

A Public Officer shall be appointed yearly by the Australian Committee at the Annual General Meeting.

16. Non-Profit:

The assets and income of the Federation shall be applied solely in the furtherance of its objectives and no portion shall be distributed, directly or indirectly, to the members of the Federation except as bone fide compensation for services rendered or as bone fide reimbursement of expenses incurred on behalf of the Federation.

17. Life Members:

17.1 Written nomination can be made, for consideration by the Executive Committee, of any person for Life Membership of the AEBF. Such recommendation or nomination for Life Membership shall be based on the following: (1996)

17.1.1 The nominee shall have rendered to the AEBF exceptional or outstanding service'.

17.1.2 The nominee shall be deemed a fit and proper person to be granted such Life Membership.

17.1.3 Life Membership shall be dealt with at the AGM and passed by a 2/3 majority.

18. Dissolution:

18.1 The Federation may be wound up by the vote of at least two-thirds of the Delegates of the Australian Committee at an Annual General Meeting or a Special Meeting called for that purpose.

18.2 If, upon dissolution, there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to, transferred or distributed amongst the members of the Federation. It shall be given to some other association, institution or body having objects similar wholly or in part to the objects of the Federation, provided that the association, institution or body shall prohibit the distribution of its income and property among its members, or it shall be paid or transferred to some charitable object, which association, institution, body or object shall be determined by the Member Associations at or before the time of dissolution. In default of any such resolution, such payment, transfer or distribution shall be determined by a Judge of the Court.