

**CONSTITUTION
OF
QUEENSLAND BILLIARDS AND SNOOKER ASSOCIATION**

Adopted September 1990, As Amended March 1994, March 2004 & 1st October 2007.

INTERPRETATION

In this Constitution, unless inconsistent with the context thereof, the following words shall have the meanings respectively assigned to them: -

“The Association”: - the Queensland Billiards and Snooker Association Incorporated constituted in accordance with this Constitution;

“The Constitution” or “This Constitution”: - this document as amended from time to time and any document in substitution hereof;

“Billiards”: - the games of Billiards and Snooker as defined by the rules of those games approved from time to time by the International Billiards and Snooker Federation and any other game played on a table constructed in such a manner as to be recognised as a Billiards Table in accordance with the said rules and any other game played on any other table which resembles such a Billiards Table;

“Management Committee”: - the persons elected as Management Committee Members in accordance with Clause 7 of this Constitution;

“Affiliate”- any Body or Organisation affiliated to the Association in accordance with this Constitution;

“Delegate”: - each person appointed by an Affiliate pursuant to Clause 6(c);

“Member”: - each member of the Association as provided in Clause 5(a) hereof;

“Officer”: - each person appointed to a position by the Management Committee or the Members in General Meeting. Officers shall not form part of the Management Committee;

“Meeting”: - shall include any meeting of the Association including the Annual General Meeting and any meeting of the committee or sub-committee;

“General Meeting”: - any meeting of the Association not being an Annual General Meeting;

“Writing” and its derivatives including printing, typing, lithography and all other modes of representing or reproducing words and images in a visible form;

“Year”: - the period commencing with the commencement of any Annual General Meeting and terminating with the commencement of the next subsequent Annual General Meeting;

The term “relevant” shall be deemed to imply the meeting at which a Member or Delegate becomes eligible for re-election.

“Former Constitution”; - the Constitution in affect immediately prior to the adoption of this Constitution;

Words importing any gender shall include any other gender. Words importing Association include Corporations, Bodies, Organisations, Societies and all other groups of persons. Words importing any number shall include the other number.

2. THE NAME

The name of the incorporated Association shall be “THE QUEENSLAND BILLIARDS AND SNOOKER ASSOCIATION INCORPORATED”.

3. HEAD OFFICE

The Head Office of the Association shall be situated at such place in Queensland as the Association shall from time to time decide.

4. OBJECTS

The objects in general of the Association are to foster, encourage and provide where possible the facilities for the playing of all Billiards Games (hereinafter called “the Game”) and stimulate interest in the Game and to endeavour to maintain a high standard of sportsmanship in playing of the Game and to establish, acquire and maintain libraries and reading rooms and to provide a centre of information, training, learning, research and advice on all matters pertaining to the Game and to be the accredited representative of all persons in Queensland who play the Game and of all Clubs Associations groups or Organisations of such persons and to promote the welfare of the Game and that of the players and to take such action as may be deemed expedient therefore and, without limiting the generality hereof:

- a) to promote the Game in Queensland and elsewhere;
- b) to recognise upon application bodies involved in, or responsible for the conduct of the Game, as Affiliate on the payment of a prescribed fee;
- c) to control and be the final authority responsible for the playing of the Game in Queensland and for all Championship tournaments of whatsoever nature whether locally or through Affiliates or other bodies;
- d) to administer the Game in Queensland and to assist it by way of membership, and the provision of delegation of representatives to meetings, of other Bodies associated with and engaged in the administration of the Game elsewhere and for those purposes to pay membership fees to other Bodies and to affiliate with such National or International Bodies as the Association may recognise and incur and other financial responsibly which the Association may from time to time deem to be in the interests of the game;

- e) to provide rules and regulations applicable to the Game in general, its players and their conduct, the terms and conditions subject to which players may participate in competitive play of the Game whatsoever nature in Queensland and where applicable in other States or Countries and when necessary to enter into contracts of whatsoever nature with players, sponsors, promoters, or other persons or bodies;
 - f) to determine, adopt or ratify such rules and playing conditions as may from time to time be laid down by the International Billiards and Snooker Federation and/or the Billiards and Snooker Control Council and/or the Australian Billiards and Snooker Council as they shall apply to the playing of the Game in Queensland;
 - g) to determine rules and playing conditions in respect of any tournament or competition of the Game played in Queensland PROVIDED THAT the Association may permit any Affiliate to determine the rules and playing conditions in respect of a particular tournament or competition;
 - h) to lay down experimental rules for playing conditions for use in tournaments or competitions of the Game in Queensland and to determine the period of application of such rules;
 - i) to impose penalties on Affiliates or their members or players for infringement of this Constitution or of the rules and regulations laid down by the Association;
 - j) to establish, acquire, print, publish or circulate, sell or otherwise deal with any publication on the Game;
 - k) to raise money by subscriptions and to grant any rights and privileges to subscribers;
 - l) to devote any part of the funds of the Association towards the expenses of tournaments and the provision of prizes and trophies;
 - m) to organise funds for the working of the Association, to render monetary assistance if considered advisable for the welfare of the Association's employees or persons connected with playing the Game and to subscribe and contribute to any charitable, benevolent or useful object and to employ salaried officers if necessary to work for the Association and to fix and provide for their remuneration;
 - n) to manage invest and deal with all funds and assets of the Association in such manner as the Association may consider necessary, appropriate, incidental or conducive to the furtherance of the objects and aims of the Association;
 - o) to borrow or raise or secure payment of money in such manner as the Association shall think fit and in particular by mortgage or lien or by issue of debentures or debenture stock perpetual or otherwise charged upon all or any of the Association's property both present and future and to purchase, redeem or pay off any such securities;
 - p) to purchase, take on lease or in exchange, or otherwise acquire any real or personal property and any rights or privileges which the Association may think necessary or convenient and to sell, improve, manage, develop, exchange, leave, mortgage, dispose of, turn to account, surrender or accept surrender of leases, or otherwise deal with all or any part of the properties or finances of the Association;
 - q) to remunerate any person for services rendered or to be rendered for placing or assisting to place or guaranteeing the placing of any of the debentures or other securities of the Association;
 - r) to draw, make, accept, endorse, discount, execute and issue Promissory Notes, Bill of Exchange, Debentures and other negotiable or transferable instruments; and
 - s) generally to do all and any such thing as in the opinion of the Association may be necessary or requisite or appropriate or conducive to the accomplishment, performance and/or furtherance of the objects, aims and powers of the Association as hereinbefore described.
- The income and property of the Association whencesoever derived shall be used and applied solely in promotion of its objects and in the exercise of its powers.

5. MEMBERSHIP

(a) Classes of Membership

The membership of the Association shall consist of the following classes of members: -

- (i) Ordinary members – who shall consist of two delegates from each Affiliated body.
- (ii) Associate members – who shall consist of all those persons who apply for and are granted registration as players or non-players with the Association.
- (iii) Life Members

The number of members in classes (i), (ii) and (iii) shall be unlimited.

Notwithstanding anything contained in this Constitution, all persons who have been elected as Life Members of the Association shall continue to hold such membership.

All Delegates shall, subject to this Constitution, be and remain members of the Association unless and until replaced by the relevant Affiliate by notice in writing given by the Affiliate to the Secretary of the Association

PROVIDED THAT (subject to this Constitution) no such Delegate shall be replaced except at the relevant Annual General Meeting of the Association.

Each Delegate shall be an independent member of the Association and shall not be obliged or required to seek instruction from his relevant Affiliate with respect to any matter that might be discussed by the Association nor to vote in accordance with the directions of such Affiliate nor to refrain from voting on any such matter or seek adjournment of debate on any such matter until he has received instructions from such Affiliate AND each Delegate may vote on each such matter entirely as he sees fit and without limiting the generality of the foregoing, no Delegate shall be or be deemed to be solely, partially or principally the representative of his Affiliate or of any other group of body or person except on matters directly pertaining to the function of the Affiliate for which the Delegate accepts responsibility.

Any casual vacancy occurring amongst the Delegates (not being Members to whom Clause 7 applied) may be filled by a person nominated by the Affiliate in respect of whose Delegate the vacancy shall have occurred.

Any applicant for membership of the Association (other than those members referred to in Clause (1) above) shall be proposed by one member of the Association and seconded by another member. The application for membership shall be made in writing, signed by the applicant and his proposer and seconder and shall be in such form as the Management Committee from time to time prescribes.

(b) Admission and Rejection of Membership

At the next meeting of the Management Committee after the receipt of any application and the fee applicable for any class of membership, such application shall be considered by the Management Committee, who shall thereupon determine upon the admission or rejection of the applicant.

Any applicant who receives a majority of the votes of the members of the Management Committee present at the meeting at which such application is being considered shall be accepted as a member to the class of membership applied for.

Upon acceptance or rejection of an application the Secretary shall forthwith give the applicant notice of such acceptance or rejection.

(c) Termination of Membership

A member may resign from the Association at any time by giving notice in writing to the Secretary. 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.

If a member-

- (i) is convicted of an indictable offence; or
- (ii) fails to comply with any provisions of the Rules; or
- (iii) has membership fees in arrears for a period of two months or more; or
- (iv) conducts him/herself in a manner considered to be injurious or prejudicial to the character or interests of the association,

the Management Committee shall refer the matter, in the case of (iv) above to the Disciplinary Tribunal. In all other cases the Management Committee shall consider whether the membership shall be terminated. The member concerned (to whom Clause 5(c)(iv) does not apply) shall be given a full and fair opportunity of presenting his/her case and if the Management Committee resolved to terminate the membership it shall instruct the Secretary to advise the member in writing accordingly.

In cases where membership is terminated on the recommendation of the Judiciary Tribunal, the membership shall also be cancelled provided that in this case such cessation of membership shall take effect from the next relevant Annual General Meeting following the dis-affiliation.

(d) Appeal Against Rejection or Termination of Membership

A person whose application for membership has been rejected or whose membership has been terminated (other than under Clause 5(c)(iv) above) may within one month of receiving written notification thereof, lodge with the Secretary written notice of his decision to appeal against the decision of the Management Committee.

Upon receipt of the notification of intention to appeal against the rejection of termination of membership the Secretary shall convene, within three months of the date of receipt by him of such notice, a general meeting to determine the appeal. At any such meeting the applicant shall be given the opportunity to fully present his case and the Management Committee or those members thereof who rejected his application for membership or terminated his membership subsequently shall likewise have the opportunity of presenting its or their case. The appeal shall be determined by the vote of the members present and entitled to vote at such meeting.

6. AFFILIATION

- (a) The Association as constituted in accordance with Clause 5(a) hereof may approve either

unconditionally or conditionally the affiliation to the Association of any body and upon such approval that body shall thereupon become an affiliated body subject to such conditions (if any) that the Association may impose.

(b) Where the Association has approved affiliations of a body then the Delegate or Delegates of that body nominated for the purpose by that body shall be a member or members of the Association so long as the body shall continue to pay its affiliation and any other prescribed fees and comply with any other conditions of affiliation which the Association may from time to time impose.

(c) In addition to any other conditions which the Association may impose upon any particular affiliation, the following conditions shall apply to each affiliation: -

(i) that the Affiliate shall pay within twenty-eight (28) days of being called upon by the Association to do so all fees, levies, contributions, subscriptions, monetary calls, levies and other payments as the Association may from time to time require of the Affiliate;

(ii) that the Affiliates shall upon receiving notice of an Annual General Meeting cause to be delivered to the Secretary of the Association at the least twenty-one (21) days prior to the date of the Annual General Meeting a list of the names and addresses of the Affiliates nominated Delegate or Delegates to the Association for the period commencing with the commencement of the Annual General Meeting in respect of which the nomination is made PROVIDED THAT at no time shall there be more than two (2) nominated delegates in respect of any Affiliate;

(iii) that the Affiliate will observe and comply with all rules and regulations of the Association;

(iv) that the Affiliate will ensure that nothing in its Constitution is in conflict with the Constitution of the Association and that the Affiliate will not cause or permit any amendment of its Constitution which would create such conflict;

(v) that the Affiliate will not conduct itself nor cause or permit any of its members to conduct themselves in contravention of the Constitution of the Affiliate or the Constitution of the Association or any Rules, Regulations or By-Laws of the Association;

(vi) that the Affiliate shall report any such contravention to the Association and take any action it deems appropriate;

(vii) that the Association may impose disciplinary measures in respect of any such contravention or may remit the question of such contravention to the

relevant Affiliate who shall then be empowered to deal with such contravention without the direction of the Association;

(viii) any Affiliate or Member or person disciplined in accordance with Clause 4(i) and 6(c)(vi) and (vii) of this Constitution either by the Association or an Affiliate, shall at the absolute discretion of the Management Committee, have the right of appeal, either in writing or by personal appearance before the Association. The Association may vary a decision of an Affiliate, dismiss or uphold an Appeal, increase or decrease any penalty and make its decision subject to any conditions and on any basis it deems fit. The cost of attendance at a hearing shall be the responsibility of the Appellant except where the Association finds that an appellant has been improperly dealt with by an Affiliate in which case it may determine an amount which the Affiliate shall pay towards the cost of such Appellant's appearance. The decision of the Association shall be final in all matters relating to appeals.

(d) Any former Affiliate may make application for re-affiliation to the Association. Such application may be granted by the Association on such terms as to payment of subscription and other dues and otherwise subject to such terms and conditions as the Association thinks fit.

(e) The Association may by resolution, from time to time specify the duration of any affiliation in particular or of all affiliation in general

(f) The Association may at any time and with or without assigning any reason therefore, cancel any affiliation without any obligation to refund all or part of any affiliation fees paid before the expiry of the term thereof, or refuse or decline renewal of any affiliation.

MEMBERS AND OFFICERS

7. ELECTION/APPOINTMENT

(a) The election of members of the Management Committee shall take place in the following manner -

(i) Any two (2) members of the Association shall be at liberty to nominate any other member to serve as an Officer or member of the Management Committee;

(ii) The nomination, which shall be in writing and signed by the member and his proposer and seconder, shall be lodged with the Secretary at least fourteen (14) days before the Annual General Meeting at which the election is to take place;

(iii) A list of the candidates' names in alphabetical order, with the proposers' and seconders' names shall be posted in a conspicuous place in the office or usual

place of meeting of the Association for at least seven day preceding the Annual General Meeting.

- (iv) Balloting lists shall be prepared (if necessary) containing the names of the candidates in alphabetical order, and each member present and entitled to vote at the Annual General Meeting shall be entitled to vote for any number of such candidates not exceeding the number of vacancies;
- (v) Should, at the commencement of such meeting, there be an insufficient number of candidates nominated, nominations may be taken from the floor of the meeting.
- (b) At the Annual General Meeting the Members then present shall elect the President of the Association who shall, subject to this Constitution, preside until the election of a new President at the third Annual General Meeting next succeeding his election. Any person who is a member of the Association shall be eligible for election as President. The President shall, on the expiry of his term, be eligible for re-election as President.
- (c) At the Annual General Meeting the Members and Delegates nominated for the ensuing year shall elect a Vice-President. The Vice-President so elected shall be elected for a term ending at the conclusion of the second Annual General Meeting next succeeding the Annual General Meeting at which he was elected when he shall retire and be re-elected or replaced and this Vice-President shall thereafter retire and be re-elected or replaced at every second Annual General Meeting. Every retiring Vice-President shall be eligible for re-election.
- (d) At the Annual General Meeting the Members and Delegates for the ensuing year shall elect a person/s to the positions of Secretary and Treasurer. Of these positions so elected, the Secretary shall be elected for a term ending at the conclusion of the second Annual General Meeting next succeeding the Annual General Meeting at which he was elected then he shall retire and be replaced or re-elected and shall thereafter retire and be replaced or re-elected at every second Annual General Meeting. The Treasurer shall be elected for a term ending at the conclusion of the first Annual general Meeting next succeeding the Annual General Meeting at which he was elected when he shall retire and be replaced or re-elected and shall thereafter retire and be replaced or re-elected at every second Annual General Meeting.
- (e) At the Annual General Meeting the Members and Delegates for the next ensuing year shall elect three (3) persons who shall each be a Management Committee member of the Association. Of the three Management Committee Members elected at the Annual General Meeting, two such Management Committee Members shall be elected for a term ending at the conclusion of the first Annual General Meeting next succeeding the Annual General Meeting at which they were elected when they shall retire and be re-elected or replaced and shall thereafter retire and be re-elected or replaced at every second Annual General Meeting. The other Management Committee Member shall be elected for a term ending at the conclusion of the second Annual General Meeting next succeeding the Annual General Meeting at which he was elected when he shall retire and be re-elected or replaced and shall thereafter retire and be re-elected or replaced at every second Annual General Meeting.
- (f) At each Annual General Meeting the Members shall appoint persons to the positions of Patron, Honorary Solicitor and Honorary Auditor PROVIDED THAT no person shall hold more than one (1) such position. Such officers shall not form part of the Management Committee.
- (g) The Association may, at an Annual General Meeting, elect to Life Membership, members of Affiliated Bodies or any persons who in the opinion of the Association have given outstanding service to the Association and/or the game PROVIDED THAT no more than one Life Member shall be elected in any one year. At each Annual General Meeting the Association shall consider first whether a Life Member should be elected in that year. If it is decided by the Association to elect a Life Member, nominations shall be called and if more than one person is nominated, an exhaustive ballot shall be held to determine the issue.
- (h) Unless otherwise herein provided the term of any Management Committee member of the Association shall end at the conclusion of the relevant Annual General Meeting or appointment.
- (i) In the event of the absence or unavailability of the President to fulfill his duties he may with the approval of the Management Committee appoint any person for the time being and from time to time to serve as Acting President PROVIDED THAT except by special leave of the Management Committee no such appointment shall be for a greater period than three (3) consecutive months nor shall the period of such an appointment (or the total periods of all such appointments) during the President's then current term of office exceed in total nine (9) months PROVIDED FURTHER that failing any such appointment by the President the Management Committee may of its own motion in the absence or unavailability of the President appoint an Acting President for such term as it shall deem proper.
- (j) The Acting President shall exercise only those powers of the President as the Management Committee may direct.
- (k) The Management Committee may, by resolution, appoint any person, who is eligible, to fill any casual vacancy, other than that of President, occurring amongst the members of the Executive. The position of President shall be filled at a Special General Meeting called for that purpose. The person or person so appointed shall hold such position until the commencement or conclusion as provided for such office by this Constitution until the next Annual General Meeting. When the position held prior to the vacancy occurring would have extended beyond such Annual General Meeting, an election shall be held thereat to fill the position until the date and time of its expiry.

- (l) (i) the Management Committee may create any office not provided for in this Constitution and appoint such person as it considers appropriate to fill such office;
- (ii) the Management Committee may establish any Committee or Sub-Committee not provided for in this Constitution and appoint such person or persons as it considers appropriate to sit on such Committee or Sub-Committee.
- (m) Any Member of the Management Committee may resign from Membership of the Management Committee at any time 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 Association where that member shall be given the opportunity to fully present his case. The question of removal shall be determined by the vote of those members and entitled to vote at such a general meeting. There shall be no further right of appeal.

8. VOTING

- (a) (i) the President, whilst occupying the chair, shall have a casting vote in the case of an equal division as well as a deliberative vote;
- (ii) where an Acting President occupying the chair is a Delegate, he shall have a deliberative vote and, in the case of an equal division, a casting vote.
- (iii) all other members of the Management committee shall have a deliberative vote only.
- (b) The Patron, Life Members, Associate Members and Officers shall have the right to attend all meetings of the Association but shall not have the right to speak at any meeting without the permission of the chair and shall not move or second any motions or have the right to vote on any matter.
- (c) Each other member of the Association entitled to vote, shall have one deliberative vote only.

9. FUNDS AND ACCOUNTS

- (a) (i) The funds of the Association shall be deposited in the name of the Association in such Bank or Permanent Building Society as the Management Committee shall from time to time direct.
- (ii) Proper books and accounts shall be kept and maintained either in written or printed form in the English language showing correctly the financial affairs of the Association and the particulars usually shown in books of a like nature.
- (iii) All moneys shall be deposited as soon as practicable after receipt thereof.

(iv) Payment of accounts is to be made by the following methods,

a) All **accounts amounting to** twenty (20) dollars or over shall be paid by cheque signed by any two (2) of the President, Secretary, Treasurer or any other member authorised from time to time by the Management Committee. **Unless covered under section 9. (iv) c).**

b) Cheques shall be crossed "not negotiable" except those in payment of wages, allowances or petty cash recouplements which may be left open.

c) Payment of a list of approved accounts may be made by Electronic means. The list of approved accounts is to be determined and maintained by the Management Committee.

- (v) The Management Committee shall determine the amount of petty cash which shall be kept on the imprest system.
- (vi) All expenditure shall be approved or ratified at a Management Committee meeting.
- (vii) As soon as practicable after the end of each financial year the treasurer shall cause to be prepared a statement containing particulars of -
 - (a) the income and expenditure for the financial year just ended; and
 - (b) the assets and liability and of all mortgages, charges and securities affecting the property of the Association at the close of that year.

10. DUTIES

- (a) The Secretary shall cause full and accurate minutes of all questions, matters, resolutions and other proceedings of every Management Committee Meeting and General Meeting to be entered in a book to be open for inspection at all reasonable times by any member who previously applies to the Secretary for that inspection. For the purposes of ensuring the accuracy of the recording of such minutes, the minutes of every Management Committee Meeting shall be signed by the Chairman of that Meeting or the Chairman of the next succeeding Management Committee Meeting verifying their accuracy. Similarly, the minutes of every General Meeting shall be signed by the Chairman of that meeting or the Chairman of the next succeeding General Meeting. Provided that the minutes of any Annual General Meeting shall be signed by the Chairman of that meeting or the Chairman of the next succeeding General Meeting or Annual General Meeting.
- (b) The President shall be the Senior Member of the Association and shall, subject to this Constitution and its regulations and to any determination of the Management Committee for the time being, give

such directions to the Secretary, Treasurer, (or Secretary-Treasurer) and other Members as shall be reasonably necessary and proper for the due conduct of the affairs of the Association. The President shall be ex-officio a member of all Committees and Sub-committees of the Association.

11. REGISTER OF MEMBERS

- (a) The Management Committee shall cause a register to be kept in which shall be entered the names and residential addresses of all persons admitted to membership of the Association and the dates of their admission.
- (b) Particulars shall also be entered into the Register of deaths, resignations, terminations and reinstatements of membership and any further particulars as the Management Committee or the members at any General Meeting may require from time to time.
- (c) The Register shall be open for inspection at all reasonable times by any member who previously applies to the Secretary for such inspection.

12. MEETINGS

- (a) There shall be an Annual General Meeting of the Association in every period of twelve (12) months ending on the thirty-first of December in any year at such place and at such time as may be determined by the Management Committee. Such Annual General Meeting shall be held not later than the 31st March in any year.
- (b) At least twenty-eight (28) days before the date of each Annual General Meeting the Secretary shall cause each Affiliated Body and Member to be notified of the date of the meeting and thereupon each Affiliate shall proceed to appoint its Delegates in accordance with this Constitution and a list of the names and addresses of such Delegate/s and particulars of agenda items for discussion shall be forwarded to the Secretary at least twenty-one (21) days before the date of the meeting.
- (c) The business to be transacted and in the following order at the Annual General Meeting shall be: -
 - (i) Welcome to Delegates and observers.
 - (ii) Apologies.
 - (iii) Adoption of Minutes of Previous Meeting.
 - (iv) Business arising therefrom which is required to be dealt with by the Annual General Meeting.
 - (v) Presidents Address.
 - (vi) Report by Secretary.
 - (vii) Management Committee Report and statement of income and expenditure, assets and liabilities and mortgages, charges and securities affecting the property of the Association for the preceding financial year.

- (viii) Receipt of the Auditor's report upon the books and accounts for the preceding financial year.
- (ix) Consideration of Election of a Life Member.
- (x) Election of Office Bearers.
- (xi) Appointments.
- (xii) Notices of Motion brought forward by Management Committee, Affiliates or Members.
- (xiii) Appeals (if decided upon).
- (xiv) Any other business.

PROVIDED THAT the President may, in the interests of the expeditious conduct of the meeting, in particular to assist the appearance of an Appellant, change the Order of Business.

- (d) Unless otherwise provided by these rules, at every General Meeting -
 - (i) The President shall preside as Chairman, or in his absence the Acting President. In the absence of either the President or Acting President the Senior Vice-President or Junior Vice-President (in order of seniority) shall take the Chair. In the absence of all such Members the meeting shall elect the Chairman from those Members present;
 - (ii) the Chairman shall maintain order and conduct the meeting in a proper and orderly manner;
 - (iii) every question, matter or resolution shall be decided by a majority of votes of the Members present;
 - (iv) every voting Member present shall be entitled to one vote and in the case of an equality of votes the Chairman shall have a second or casting vote. Provided that no Member shall be entitled to vote at any General Meeting if his annual subscription is more than one month in arrears at the date of the meeting.
 - (v) Voting shall be by a show of hands or a division of members unless not less than one fifth of the members present demand a ballot, in which event there shall be a secret ballot. The Chairman shall appoint two (2) Members to conduct the secret ballot in such manner as he shall determine and the result of the ballot as declared by the Chairman shall be deemed to be the resolution of the meeting at which the ballot was demanded.
- (e) Meetings of other committees and sub-committees shall be chaired by a person appointed by the Management Committee, if no such appointment is made, then by a persons elected by the members of that committee or sub-committee from amongst their number.

- (f) The Management Committee may whenever it thinks fit convene a General Meeting of the Association. A General Meeting shall also be called upon the written requisition of seven (7) members of the Association.
- (g) All General Meetings other than the Annual General Meeting shall be summoned by notice to each Member at least twenty-eight (28) days prior to the date on which the meeting is to be held, such notice to set out and clearly define the business of the meeting, PROVIDED THAT in circumstances deemed by the Management Committee to be of an emergency nature such period of Notice may be reduced to fourteen (14) days.
- (h) At any General Meeting of the Association the number of Members required to constitute a quorum shall be double the number of Members presently on the Management Committee plus one.
- (i) In the event of there not being a quorum present within thirty (30) minutes after the time appointed for any General Meeting the same shall stand adjourned to a date and place to be fixed by the Management Committee. If at such adjourned meeting a quorum is not present the matter/s before the meeting shall be determined by the Management Committee.

13. MANAGEMENT COMMITTEE

- (a) The management of the business of the Association shall be vested in the Management Committee which shall be responsible for the affairs of the association and act for and on behalf of the Association in all matters. The Management Committee shall be entirely responsible for the administration of the Association's affairs and shall determine its own requirements in respect of the finances of the Association and shall do all or any such thing/s as in its opinion is/are requisite, appropriate or conducive to the accomplishment, performance and/or furtherance of the Objects hereinbefore described and to properly control Billiards and Snooker in Queensland.
- (b) The Management Committee may exercise such powers and do all such acts and things as the Association is hereby authorised to exercise and do but subject nevertheless to the provisions of this Constitution and to any Regulation for the time being in force PROVIDED THAT no such Regulation shall invalidate any prior act of the Management Committee which would have been valid if such Regulation had not been made and PROVIDED FURTHER THAT where by this Constitution any act or thing is required to be done by the Association by resolution or in General or Annual General Meeting then the Management Committee shall not be empowered to perform such act or thing for or on behalf of the Association except pursuant to Clause 10(i).
- (c) The Management Committee shall meet together at least once in every two (2) calendar months for the despatch of business and may adjourn and otherwise regulate their meetings and proceedings as its members think fit. At every meeting of the Management Committee a simple majority of the number equal to the number of member elected

and/or appointed to the Management Committee as at the close of the last General Meeting of the members, shall constitute a quorum. The Secretary shall give fourteen (14) days notice in writing of each Management Committee Meeting.

- (d) The President or any three members of the Management Committee may require the Secretary to convene a meeting of such Management Committee by giving at least seven (7) clear days notice in writing to each other Member of the Management Committee. Such notice shall clearly state the reasons for the calling of such a meeting and the nature of the business to be transacted thereat.
- (e) The Management Committee shall provide for the safe custody of books, documents, instruments of Title and Securities of the Association.
- (f) The Management Committee shall provide for a Common Seal and for its safe custody. The Common Seal shall only be used by the authority of the Management Committee and every instrument to which the Seal is affixed shall be signed by a member of the Management Committee and shall be countersigned by the Secretary or by a second member of the Management Committee or by some other person appointed by the Management Committee for the purpose.

14. JURISDICTION

- (a) The Association shall be the supreme ruling authority within Queensland on all questions and matters on or relating to or arising out of the Game.
- (b) The Association shall be the sole body within Queensland empowered to issue certificates in respect of records achievement or champion status in respect of the Game and for that purpose the Association is authorised to require of its Affiliates and Members from time to time and so often as the Association shall consider necessary, such information as the Association may require for the authentication of claim for such certificates and for the preparation of such certificates.

15. RULES AND REGULATIONS

- (a) The Association may make such Rules, Regulations and By-Laws as it may from time to time consider necessary relating to the Game and/or for the administration of the Association and this Constitution and/or to facilitate the Objects of the Association.
- (b) The Association may amend, revoke, replace, vary, modify or suspend such Rules, Regulations and By-Laws.

16. JUDICIARY

A) Judiciary Tribunal

There shall be established a Judiciary Tribunal comprising three (3) persons which shall be nominated and elected by exhaustive ballot of the Annual General Meeting. The Tribunal shall elect its own Chairman and Minute Secretary who shall convey all records of Minutes and actions and recommendations by the Tribunal to the **Management Committee**, provided that

the Tribunal may keep confidential any matters which are deemed to be of a privileged nature in which case the Chairman shall, if required, attend a meeting of the Management Committee, at which the matter is to be dealt with, to convey confidentially such matter to the Management Committee.

The Judiciary Tribunal shall adjudicate on any charge or matter referred to it by the Management Committee.

B) Misconduct

The Management Committee shall refer to the Judiciary Tribunal, any charge of misconduct or any matter in dispute arising in respect of any area within the jurisdiction of the Association or the Management Committee that is considered by the Management Committee to be injurious or prejudicial to the character or interests of the association.

Any charge of misconduct or any matter in dispute arising in respect of any area within the jurisdiction of the Association or the Management Committee that is NOT considered by the Management Committee to be injurious or prejudicial to the character or interests of the association shall be dealt with by the Management Committee.

17. AMENDMENT

Subject to the provisions of the Association Incorporation Act, these rules may be amended, rescinded or added to from time to time by a special resolution carried at any General Meeting. Provided that no such amendment, rescission or addition shall be valid unless the same shall have been previously submitted to and approved by the Director General, Department of Justice and Corrective Services, Brisbane.

18. SUBSCRIPTIONS

- (a) The Association may from time to time and at such time as it shall consider necessary and shall at least once in every calendar year decide the amount of all fees, contributions, subscription, monetary calls, levies or other payments then payable by the various Members of the Association and/or its Affiliates.
- (b) Forthwith upon deciding such amounts as aforesaid, the Association shall give notice thereof to each person or body from whom payment is required.
- (c) Within twenty-eight (28) days of the date of such notice (or such further period as the Association may in its sole discretion specify in the notice), the person or body aforesaid shall pay to the Association the amount specified in the notice.
- (d) In the event of the failure of any person or body to pay the amount aforesaid within the time aforesaid the Council may cancel the membership of affiliation of (as the case may be) or impose such other penalty as it may determine on, such person or body.

19. NOTICES

A Notice may be served upon any Member, Affiliate or other person or body by sending it through the post in a prepaid envelope or wrapper addressed to such Member, Affiliate or other person or body at the place of address of such Member, Affiliate or other person or body registered in the records of the Association. The posting records of the Association shall be accepted as conclusive proof that such notice has been received by the person or body to whom it is directed. The accidental omission to give notice to any Member, Affiliate or other person or body shall not invalidate any resolution passed at any Meeting.

20. TRANSITIONAL PROVISIONS

Every person who at the date of incorporation of the Association was a member of the unincorporated Association and who on or before the day of incorporation agrees in writing to become a member of the Association shall be admitted by the Management Committee to the same class of membership of the Association as that member held in the unincorporated Association, and shall not be required to pay any further subscription until the next dues date for payment of that subscription.

21. DISSOLUTION

If the Association shall be wound up in accordance with the provisions of the Association Incorporation Act 1981-1988, and there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed amongst the Members of the Association, but shall be given or transferred to some other institution or institutions having objects similar to the Objects of the Association, and which shall prohibit the distribution of its or their income amount its or their members to an extent at least as great as is imposed in the Association under or by virtue of Rule 28(10), such institution or institutions to be determined by Members of the Association.
