

**BY LAWS OF THE ATHLETIC ASSOCIATION OF SOUTH AUSTRALIA INCORPORATED**

The following rules shall bind all members of the Association and those who compete in events under the Auspices of Athletics South Australia.

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# **1 Preliminary**

These By Laws constitute the Regulations of the Association as adopted pursuant to Rule 37 of the Constitution of the Association.

## **1.1 Definitions**

In these by-laws, words defined in the Constitution of the Association have the same meaning in these By-laws.

## **1.2 Registered Office**

The registered office of the Association shall be in Adelaide.

## **1.3 Jurisdiction**

The Association, in conformity with the Articles of Association of Athletics Australia claims absolutely jurisdiction within South Australia in the following:

- (a) running including hurdling, steeplechasing, cross-country running, road running, mountain running;
- (b) walking including road walking;
- (c) jumping and pole vaulting; and
- (d) shot putting, discus throwing, javelin throwing and hammer throwing.

## **1.4 Interpretation**

Any question of interpretation of these by-laws shall be referred to the Board for decision. The Board may take such advice as they deem necessary to enable them to make such decision.

## **1.5 Amendments to By-laws**

The Board may by resolution amend these by-laws, but such amendment shall not take effect unless and until:

- (a) 28 days notice in writing of the proposed amendment has been given to all voting members who may within the 28 days lodge at the registered office of the Association objection in writing to the proposed amendment; and
- (b) Objections are not received from more than 50% of voting Members within the time prescribed. Should objections be lodged by 50% or more of voting Members within the time prescribed such amendment shall have no force or effect unless a resolution in favour of such amendment is passed by a simple majority at a General Meeting of the Association.

## **1.6 Competition**

- (a) Athletics competitions may be organised by the Association, for persons whether or not they are registered members in accordance with Part 4 hereof.
- (b) All Members conducting competition must obtain approval from the Association, prior to holding such competition.

- (c) The Board may make competition rules to cover the conduct of athletic competition.

The Board may by resolution amend the competition rules, but such amendment shall not take effect unless and until 28 days notice in writing of the proposed amendment has been given to all voting Members.

## **2 Members**

### **2.1 Membership**

Membership of the Association, shall be in accordance with the terms of the Constitution of the Association, and these By Laws

### **2.2 Names and Uniforms of Members**

A Member may not change its name, colours or style of competition uniform without the approval of the Board. No name, colour or style of competition uniform will be approved if in the opinion of the Chief Executive Officer that name, colour or style is identical or similar to those of another Member

### **2.3 Constitutions of Members**

No amendment to the constitution of a Member or by-laws made pursuant to such constitution shall be operative until approved by the Board. Copies of all such amendments and new rules and by-laws shall be lodged with the Association within 14 days after the passing thereof.

### **2.4 Annual Reports**

Every Member shall hold a General Meeting before 31 December each year except by special permission of the Board, for the purpose of presenting an annual report and financial statement. One copy of each of the annual report and financial statement shall be lodged with the registered office of the Association within 28 days of the date of such meeting.

## **3 Fees and Levies**

### **3.1 Affiliations**

The Board shall determine annual affiliation fees payable by Members to the Association, and may set such conditions applicable thereto as they think fit.

### **3.2 Registration Fees**

The Board shall determine annual fees payable by members of Member Clubs and individuals for registration with the Association and may set different classes of registrations, age groups and such other classifications as they think fit.

### **3.3 Payment of Fees**

- (a) Affiliation fees are payable on 1 October in each year. Any Member whose affiliation fees remain unpaid on 31 October shall be subject to such penalty as the Board determines.

- (b) A Member is not entitled to vote at a General Meeting unless all sums of money payable by that Member to the Association which have been payable for not less than one month prior to the date of the meeting have been paid.
- (c) A member of a Member club shall not be deemed to be registered until the registration fee payable has been paid to the Association.

### **3.4 Levies**

- (a) The Board may at any time impose a levy on Members or separate classes of Members for any purpose.
- (b) Any such levy imposed in accordance with this by-law shall be recoverable in the same manner as affiliation fees, and if not paid within 2 months from the date of imposition the penalties set out in by-law 3.3(a) and (b) shall apply.

### **3.5 Other Fees**

The Board may set fees which are payable to the Association for any other purpose, including but not limited to:

- (a) transfers,
- (b) competition entries,
- (c) representation fees.

## **4 Registration and Representation**

### **4.1 State Representation**

No person unless and until registered with the Association shall represent South Australia in any representative competition.

### **4.2 Eligibility for Registration**

The rules regarding eligibility to compete laid down by Athletics Australia in their by-laws shall apply to all registered athletes.

### **4.3 Registration Procedure**

- (a) Registration of members of Member clubs shall be in accordance with procedures as laid down from time to time by the Board and shall be accompanied by the appropriate registration fee.
- (b) Athletes registered with Little Athletics may apply for dual registration in accordance with the dual registration agreement between the Association and the South Australian Little Athletics Association.

### **4.4 Period of Registration**

A registration shall be in force for such period as the Board shall determine, but shall in any case expire on 30 September of each year. A registration may be extended for such period as the Board shall determine.

#### **4.5 Individual Registration**

- (a) A person who is not a member of a Member club or affiliated body may become a registered member on payment of the registration fee, but shall not be eligible to vote at a General Meeting of the Association nor appoint a representative to do so.
- (b) A person may only register as an individual if that person:
  - (1) resides in the country area more than 30 kilometres from the headquarters of the closest Member club, or
  - (2) registers as an official, or
  - (3) registers as a coach with Athletics Australia

#### **4.6 Transfers**

- (a) A person who is or has been within the three years prior to the date of application a registered member of a Member club and who is desirous of becoming a registered member of another Member club shall make application for permission to transfer on the prescribed form which shall be accompanied by the relevant transfer fee when applicable.
- (b) A person whose registration has expired and who has not renewed registration through the former Member club in the following registration period shall not be required to pay a transfer fee, but shall follow on all other respects the provisions of this by-law.
- (c) A person who has already registered with one Member club and seeks to transfer to another Member club within that registration period shall be subject to payment of the prescribed transfer fee.
- (d) A person who has outstanding fees or other debts to any member club must settle all debts with that club prior to requesting a transfer with the Association office.
- (e) All applications for transfer made pursuant to this by-law 4.6 shall be made to the Association office who shall advise their decision within 14 days.

### **5 Advisory Panels and Officers**

#### **5.1 Officers**

There shall be appointed by the Board as required;

- (a) Records Officer; and
- (b) Ranking Officer

#### **5.2 Advisory Panels**

- (a) The Board shall, at its discretion, set up and maintain Advisory Panels such as:

- Track and Field Competition Advisory Panel
- Out of Stadium Competition Advisory Panel
- Development Advisory Panel
- Officials Advisory Panel
- Coaching Advisory Panel

- (b) The duties of each Advisory Panel shall be as set out in by-law 5.3, and each panel shall be responsible to the Chief Executive Officer for its function and performance.
- (c) Members of the Advisory Panels shall be appointed by the Board after following the procedure laid down in by-law 5.7.
- (d) The conveners of the Advisory Panels shall be appointed by the Chief Executive Officer.
- (e) Frequency and location of meetings of the Advisory Panels shall be as determined by the convener.
- (f) A quorum shall be defined as half the Advisory Panel members plus one.

### **5.3 Duties and Composition of Advisory Panels**

The duties and composition of each Advisory Panel are as follows:

- (a) Track and Field Competition Advisory Panel shall advise the Board generally on matters relating to track and field competition
- (b) Out of Stadium Advisory Panel shall advise the Board generally on matters relating to out of stadium competition.
- (c) Development Advisory Panel shall advise the Board generally on matters relating to development.
- (d) Officials Advisory Panel shall advise the Board generally on matters relating to officiating
- (e) Coaching Advisory Panel shall advise the Board generally on matters relating to coaching

### **5.4 Appointed Officers/Committees**

- (a) The Records Officer shall be responsible to the Chief Executive Officer for the processing of all athletic records.
- (b) The Ranking Officer shall be responsible for the preparation of ranking lists and other statistical information.

### **5.5 Duration of Appointments**

- (a) Except as provided in these by-laws, all appointments of officers and membership of committees shall be for a term of up to two (2) years. Appointments will terminate on the dates set out in by-law 5.5(b).
- (b) The term of office of members of an Advisory Panel shall, unless terminated earlier in accordance with these by-laws, end on the following dates:-

With the exception of the Out of Stadium Competition Advisory Panel (30<sup>th</sup> September of the second year), the Track and Field Competition Advisory Panel,

Development Advisory Panel, Officials Advisory Panel, Athlete Advisory Panel, and Coaching Advisory Panel shall end on 30<sup>th</sup> April of the second year since appointment.

- (c) Any other advisory panel appointed by the Board (such date as nominated by the Board being no later than the second Annual General Meeting following the date of appointment)

## **5.6 Temporary Appointments**

- (a) The Board may at any time appoint any number of temporary committees and appointments found necessary for the implementation of the objects of the Association.
- (b) All temporary appointments shall terminate at the conclusion of the annual General Meeting following the date of the appointment, or on earlier terminated by the Board.
- (c) The Board shall appoint the convenor or chairperson of all temporary committees.

## **5.7 Nomination for Advisory Panel Appointments**

Where the position is subject to appointment as in by-law 5.2(c).

- (a) All voting Members shall be advised in writing at least 6 weeks prior to the date of the Board meeting at which the appointments are to be made, seeking nominations or expressions of interest for those positions.
- (b) Nominations or expressions of interest for any appointment shall be delivered to the registered office of the Association or to such other place as the notice mentioned in by-law 5.7(a) specifies not later than 12 noon on the seventh day prior to the date of the Board meeting.
- (c) Nominations and expressions of interest need not be proposed and seconded, but shall be accompanied by the written consent of the nominee.
- (d) A nomination or expression of interest may be accompanied by a short résumé of the nominee and qualifications for the position.
- (e) The Board at the meeting specified in the notice in by-law 5.7(a) shall make the necessary appointments taking into consideration but not restricted to nominations and expressions of interest received and ensuring that athletes' interests are adequately represented.

## **5.8 Casual Vacancies**

- (a) Any vacancy in an office due to insufficient nominations or any other reason shall be filled by the Board,
- (b) Notice of any vacancy occurring shall be given to all voting Members 21 days prior to the date of the meeting at which the vacancy is to be filled.



- (c) Nominations which shall comply with the provisions of by-law 5.7(a) shall close at 12 noon on the day of such meeting at the registered office of the Association or at such other place as may be specified on the notice.
- (d) Unless specified to the contrary any person appointed to fill a casual vacancy shall hold such position for the balance of the duration of the appointment of the original appointee.

## **6 Patron**

The Governor of the state of South Australia for the time being shall be invited to be patron.

## **7 Life Members**

### **7.1 Life Membership recommendations**

- (a) The Board will appoint a Special Awards Committee consisting of the President and two Life Members when needed to advise the Board on recommendations for Life Membership.
- (b) At all times and for all purposes, Life Members shall be regarded as being registered with the Association.

### **7.2 Eligibility for Life Membership**

Life Membership shall be restricted to those persons who have rendered at least fifteen years outstanding service to the sport of athletics in South Australia to the benefit of the Association.

### **7.3 Nomination and Appointment Procedure**

- (a) Nominations for Life Membership shall be submitted to the Chief Executive Officer by 31 March in any year together with a written report outlining the services rendered by the nominee.
- (b) The Board shall appoint a Special Awards Committee including at least 2 (two) Life Members to assist them by making recommendations to the Board.

### **7.4 Cancellation of Life Membership**

A Life Membership may be cancelled by a special resolution at a General Meeting, following the recommendation of the Board.

### **7.5 Privileges of Life Members**

Privileges of a Life Member shall include free admission to all athletic meetings held by the Association and its Members, the right to receive all notices issued by the Association to Members and the freedom to attend all General Meetings without the right to vote thereat.

### **7.6 Life Membership Badge**

Life Members shall be awarded a badge of a design approved by the Board.

## **8 Financial Year**

The financial year of the Association shall be for the twelve months from 1 July to 30 June, both dates inclusive.

## **9 Complaints**

### **9.1 Suspensions and Disqualifications**

No person may be permitted to compete in any event conducted by the Association or Members or conducted under the control of or with the consent of the Association while disqualified or under suspension by the Association or any recognised body governing sport, provided such body recognises suspension and disqualification made by the Association.

### **9.2 Nature of Misbehaviour**

Any person who shall infringe these rules or shall be guilty of any misbehaviour or unfair practice in connection with athletics, whether relating to competition or not, shall be liable to suspension or disqualification for such period as the Board may determine.

### **9.3 Notification of Complaints**

All complaints shall be made in writing to the Chief Executive Officer within 21 days of the date upon which the conduct complained of occurred.

### **9.4 Investigation Procedures**

Unless otherwise specified in the Corporations Law or the Constitution of the Association, the investigation procedure as laid down by Athletics Australia shall be followed in all instances.

## **10 Competition Rules and Uniform**

### **10.1 Competition Rules**

All competitions held by the Association or Member shall be conducted under the competition rules for the time being in force.

### **10.2 Competition Uniform**

An athlete shall in all competition other than that set out in by-law 10.4 wear the approved uniform of the athlete's Member club including the athlete's registration number displayed in full.

### **10.3 Colours and Badge**

- (a) The colours of the Association shall be red, blue, and yellow.
- (b) The badge shall be as determined by the Board from time to time.

### **10.4 SA Competition Uniform**

- (a) The SA competition uniform of the Association shall be determined by the Board from time to time.
- (b) The SA competition uniform shall be worn by all competitors selected to represent the state at national or representative events.

- (c) Competitors selected by South Australian Sports Institute or its equivalent may wear a competition uniform approved by Athletics Australia at Athletics Australia events.

## **11 Club Conferences**

The Board shall cause to be held twice yearly a conference of representatives of all Members to discuss matters of interest and concern.

Members may submit matters for discussion at the club conference and make recommendations to the Board and Chief Executive Officer on all matters.

## **12 Communication**

Notices from Members may be given to the Association by sending the notice by pre-paid post or facsimile transmission or where available, by electronic mail, to the Association's registered address or facsimile number or electronic mail address.