

# **KIAMA JUNIOR FOOTBALL CLUB**

## **BY-LAWS**

**OCTOBER 2008**

Under the Associations Incorporation Act, 1984

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**1 Objects**

The objects of the Club will be to promote the game of football among junior members.

**2 Club Colours**

The colours of the Club shall be Navy Blue, Sky Blue and White shirts, Navy Blue shorts and Navy Blue, Sky Blue and White Socks.

**3 Committee**

The Committee is to comprise the following positions:

- (a) President
- (b) Vice President
- (c) Secretary
- (d) Treasurer
- (e) Assistant Secretary
- (f) Registrar
- (g) Assistant Registrar
- (h) Publicity Officer
- (i) Development Officer
- (j) Coaching Co-ordinator
- (k) Judiciary Chairperson
- (l) Member Protection Officer
- (m) Equipment Officer
- (n) Sponsor & Marketing Manager
- (o) Referee Coordinator
- (p) Canteen Manager
- (q) Ground Marshals
- (r) Grounds Person
- (s) and any sub-committees appointed

The roles of each Committee Member are detailed in the Committee Position Descriptions.

The Executive Committee comprises the positions of:

- (a) the President
- (b) the Vice-president
- (c) the Treasurer, and
- (d) the Secretary

#### **4**

#### **Canteen**

- (1) The Committee is to delegate a Sub-Committee of no less than three members and no more than seven members as soon as practicable after the Annual General Meeting of the Club.
- (2) The Sub-Committee is to be known as the Canteen Sub-Committee and is to organise the running of the canteen until the following AGM of the Club.

#### **5**

#### **Registration Of Junior Members**

- (1) The Committee is to hold registration days to receive junior members on the dates nominated by the IJFA.
- (2) The Committee is to accept junior members as per the constitution.
- (3) If a family cannot pay a subscription fee due to financial hardship, the Committee has the power to waive that fee.
- (4) On the registration days, junior members will be placed in their correct age group as determined by their age at 31 December of the current playing year. Proof of the member's birth date will be required for new members.
- (5) A player must turn five (5) by the date of the last competition game for the current season to be registered for that season
- (6) Any player registering after the last registration day will be placed on a waiting list and if any vacancy occurs may be placed in an appropriate team.
- (7) After the last registration day the Committee is to meet within 14 days, to determine
  - (a) the number of teams to be entered in each age group
  - (b) the movement of junior members to a higher age group
  - (c) whether an age group is to be closed i.e. no further registration to be taken for that age group unless a vacancy occurs.
- (8) The movement of junior players will be based on the following criteria:-
  - (a) there is no possibility of a team to be formed in the junior member's correct age group and the junior member can be provided with a game in the higher age group.
  - (b) there are too many players for a team in the junior member's correct age group and the junior member can be provided with a game in the higher age group.
  - (c) the higher age group is short of players to form a team. In this case there must be a guarantee that the age group the junior member is moving from has sufficient players to form a team. (It may well be the case that a lower aged player takes the junior members position)
  - (d) there are extenuating circumstances

- (e) parents and coaches must agree to the junior members playing out of their correct age group. It should be pointed out to the junior members that, if they register the following year, they will be registered in the correct age group.

NOTE The intent is to provide every junior member, where possible, a game of football and thus the interests of all junior members should take precedent over individual interest.

- (9) De-registrations will be done in accordance with the IJFA by-laws. Requests for refunds of registration fees are to be in writing. Refunds will be at the Committee's discretion.

## **6 Teams**

- (1) Before any graded team is nominated into the competition it must have a guarantee of achieving a minimum of 9 players and be pursuant to by-law 5 (2)
- (2) Graded teams will be selected in accordance with the Club's Grading Policy
- (3) Maximum team sizes will be determined by the IJFA. The number of players in all teams in a particular age group will be as even as possible.
- (4) Every junior player of every team, whether the coach applies a roster system or not, is to be entitled to equal time on the playing field, that is number of matches provided their attendance and behaviour at matches and training is to the satisfaction of the coach.
- (5) Where there are two or more teams in each age group then -
  - (a) the teams to be known as A,B, etc.
  - (b) all teams from the age ten to be graded so that the strongest possible team be placed in the A side
- (6) Higher aged sides can call upon any player from a lower division or age group on a permanent or temporary basis providing -
  - (a) it does not conflict with IJFA rules,
  - (b) the coach of the lower team and parent(s) agree,
  - (c) the Committee agrees when it is a permanent move.

Any disputes between parents and coaches or managers to be referred to the Committee.

- (7) It is compulsory for all teams to play in IJFA knockouts.

At the discretion of the Committee, teams will be nominated for club knockouts and/or social days when invited by other Clubs.

**7 Coaches And Managers**

- (1) All coaches and managers of the Club must be members of the Club.
- (2) No team of the Club is to be entered into the Competition if it does not have a coach.
- (3) The Committee is to attempt to have a manager for each team.
- (4) Any member must apply in writing for the position of coach or manager. The application is to be considered by the Committee and the applicant is to be informed in writing if selected.

**8 Referees**

After completing and passing the referees tickets it is the responsibility of all referees to pay their own referees registration fee to the IFRA each year and purchase their own referees uniform.

**9 Equipment**

- (1) Playing shirts will be provided by the Club. Provision of shorts and socks will be the responsibility of the player.
- (2) All gear and equipment supplied by the Club shall remain the property of the Club and shall be returned at the completion of the season or as directed by the Committee.

**10 Sponsorship**

All sponsors must be approved by the Committee.

**11 IJFA**

The Club shall abide by the rules, by-laws and constitution of the IJFA.

**12 By-Law Changes**

- (1) Any changes to these by-laws must be submitted in writing by a member of the Club and lodged before the General meeting prior to the AGM of the Club
- (2) At this general meeting all discussion will take place on any possible by-law changes pursuant to clause [1] to go before the AGM.
- (3) A resolution must be passed before the proposed changes goes to the AGM.
- (4) At the AGM of the Club any by-law changes shall be voted on without discussion and must be passed by a special resolution by the members present at the meeting.

**13 Financial Year End**

The financial year will end on 30 September each year.

**14 Player Awards**

A Team Player award will be awarded to one player from each graded team. The criteria for this award will be subject to the discretion of the coach of the relevant team. The winner from each team will retain a perpetual trophy for up to 12 months and will receive an additional trophy or medallion to keep.

**15 Purchase of Apparel**

Teams or individuals may organise the purchase of apparel (eg jackets) which bear the Club's logo and/or name. The apparel is to be sanctioned by the committee to ensure consistency of colours and design

**16 Complaints**

Complaints will be handled in accordance with the Club's Complaints Procedures. Complaints are to be in writing and are to be received with seven days (7) of the alleged incident.

**17 Alcohol**

Consumption of alcohol will not be permitted at grounds when junior teams are playing.

**18 Expenditure**

The executive may approve expenditure up to \$1000. Capital expenditure over \$1000 is to be approved by members at a meeting.

**19 Club Nickname**

The nickname of Kiama Junior Football Club is the Kiama Komets.