



BOWLS QUEENSLAND LIMITED
ACN 009 705 515
CONSTITUTION

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TABLE OF CONTENTS

PART 1	INTERPRETATION	1
1	DEFINITIONS	1
2	NAME OF COMPANY.....	3
3	REGISTERED OFFICE	3
4	OBJECTS OF COMPANY	3
5	POWERS	3
6	APPLICATION OF INCOME	4
7	LIABILITY OF MEMBERS	4
8	DISTRIBUTION OF PROPERTY ON WINDING UP	5
9	ACCOUNTS AND AUDIT	5
10	REPLACEABLE RULES	6
PART 2	AFFILIATION	6
11	APPLICATION TO BOWLS QUEENSLAND	6
12	APPROVAL	6
13	CONDITIONS OF AFFILIATION.....	6
14	TERMINATION OR SUSPENSION OF AFFILIATION	7
15	DISCONTINUANCE OF AFFILIATION	7
16	AFFILIATION FEES AND LEVIES.....	8
17	BOWLS QUEENSLAND REGISTERS.....	8
PART 3	MEMBERSHIP	9
18	MEMBERS AND CLASSES.....	9
19	DISCONTINUANCE OF MEMBERSHIP	9
20	LIABILITY FOR FEES AND OTHER AMOUNTS FOLLOWING CESSATION.....	10
PART 4	DISTRICTS AND AFFILIATED CLUBS	10
21	CONDITIONS FOR MEMBERSHIP AND AFFILIATION.....	10
PART 5	DELEGATES	11
22	DELEGATES	11
PART 6	AWARDS	12
23	LIFE MEMBERS, DISTINGUISHED SERVICE AWARD, MERITORIOUS SERVICE AWARD, PLAYER RECOGNITION AWARD.	12
PART 7	GENERAL MEETINGS	13
24	MEETINGS	13
25	BUSINESS OF MEETINGS.....	13
26	EXTRAORDINARY MEETINGS.....	14

27	CONVENING OF MEETINGS	14
28	QUORUM.....	14
29	CHAIRMAN OF MEETINGS	15
30	ADJOURNMENT	15
31	VOTING AT GENERAL MEETINGS.....	15
32	RESTRICTION ON VOTING RIGHTS.....	16
33	PROCEDURE FOR POLLS	16
34	VOTES OF MEMBERS.....	16
35	PROXIES	16
36	LODGEMENT OF PROXIES.....	17
37	VALIDITY OF PROXIES	17
38	DIRECTOR'S RIGHT TO ATTEND AND SPEAK	17
	PART 8 THE BOARD OF DIRECTORS	17
39	COMPOSITION OF THE BOARD.....	17
40	ELECTION OF THE BOARD	18
41	PRESIDENT.....	18
42	VICE PRESIDENT	19
43	DIRECTOR OF FINANCE.....	19
44	PATRON.....	19
45	VACATION OF OFFICE.....	20
46	REMOVAL FROM OFFICE	20
47	CASUAL VACANCIES	20
48	POWERS OF DIRECTORS.....	20
49	NEGOTIABLE INSTRUMENTS	21
50	BY-LAWS	21
51	RETURNING OFFICER	21
52	CONVENING MEETINGS.....	22
53	MINUTES OF MEETINGS.....	22
54	MEETINGS OF THE BOARD.....	22
55	QUORUM AT MEETINGS.....	22
56	CHAIRMAN OF MEETINGS	22
57	VOTING AT BOARD MEETINGS	23
58	DISCLOSURE OF INTERESTS	23
59	VACANCIES	23
60	DELEGATIONS TO COMMITTEES	24
61	WRITTEN RESOLUTIONS	24
62	DEFECTS IN APPOINTMENTS.....	24

63	SECRETARY AND OTHER OFFICERS	24
	PART 9 COMMITTEES	25
64	BOWLS AUSTRALIA DELEGATES.....	25
65	OTHER COMMITTEES	25
66	MEMBERSHIP OF COMMITTEES.....	25
67	DUTIES AND QUALIFICATIONS	25
68	DISMISSAL OF COMMITTEE MEMBERS.....	25
69	PROCEEDINGS OF COMMITTEES	26
70	QUORUM.....	26
71	VOTING AT COMMITTEE MEETINGS	26
	PART 10 DISCIPLINE.....	26
72	JURISDICTION OF BOWLS QUEENSLAND	26
	PART 11 MISCELLANEOUS	27
73	COMMON SEAL	27
74	NOTICES GENERALLY	27
75	NOTICES OF GENERAL MEETING	28
76	LAWS OF THE SPORT OF BOWLS	28
77	INSPECTION OF RECORDS.....	28
78	FUNDS MANAGEMENT	28
79	AUDITOR.....	29
80	INDEMNITY	29
81	ALTERATIONS TO THIS CONSTITUTION	30

PART 1 INTERPRETATION

1 DEFINITIONS

In this Constitution unless the contrary intention appears:

Act means the Corporations Act 2001 as it applies to Bowls Queensland for the time being;

Affiliated Club means any club whose application for affiliation has been approved in accordance with clause 12

Affiliation Fee means the annual fee payable by an Affiliated Club under clause 16;

Annual General Meeting means the Annual General Meeting of Bowls Queensland.

Company means Bowls Queensland Limited;

Board means the Board of Directors as described in clause 39;

Bowls Australia means Bowls Australia Incorporated or successor;

Bowls Australia Delegates means the persons constituted in accordance with clause 64;

Bowls Club means a Club at which bowls is played and which is affiliated to Bowls Queensland.

Bowls Queensland is Bowls Queensland Limited.

By-Law means a By-Law made in accordance with clause 50;

The President of the Board means the person who holds the elected office of President of Bowls Queensland.

Club means a Bowls Club.

Committee means a Committee established under clause 66;

Committee Member means a member of a Committee established under clause 66;

Delegate means a person elected in accordance with clause 22;

Director means a member of the Board of Directors constituted in accordance with clause 39;

District means a District Bowls Association;

Financial Club means a club whose Affiliation Fees are paid in full;

Full Bowling Member is a bowling member of an affiliated club who has paid the affiliation fees to the District, Bowls Queensland and Bowls Australia and whose club membership fees are paid.

General Meeting includes the annual meeting and extraordinary meetings of Bowls Queensland.

Law means the Corporations Act;

Laws of the Sport mean the Laws of Bowls as defined by Bowls Australia;

Life Member means a person elected as a Life Member under clause 23;

Member means those members specified in clause 18;

Member of a Club means a person who has been admitted to membership of a club.

Patron means a person appointed in accordance with clause 44;

Person includes an Association or Body Corporate as well as Individuals;

Recreational Bowler or Social Bowler means a bowler who is a full member of affiliated club who bowls in a structured or regular game at an Affiliated Club. Recreational bowlers or Social bowlers include those who do not normally play in club championships or district pennants competitions.

Registered Office means the registered office for the time being of Bowls Queensland;

Seal means the Common Seal of Bowls Queensland;

Secretary means the person appointed to perform the duties of the Secretary of Bowls Queensland from time to time under clause 63;

Special Resolution means a resolution which is passed at a meeting of Bowls Queensland:

- (a) of which at least twenty one (21) days written notice specifying the intention to propose the resolution as a Special Resolution has been duly given; and
- (b) by a majority of at least three-quarters of the Members entitled to vote who are present in person or by proxy at that meeting;

State means the State of Queensland;

Year means the period from 1 January to 31 December.

1.2 Interpretation Generally

In this Constitution, unless the contrary intention appears:

- (a) Words denoting any gender include all genders.
- (b) Headings are for convenience only and do not affect interpretation.
- (c) In a provision of this Constitution that deals with a particular provision of the Law, an expression has the same meaning as in that provision of the Law; and
- (d) A reference to any legislation or to any provision of any legislation includes any modification or re-enactment of it, any legislative provision substituted for it and all regulations and statutory instruments issued under it.

2 NAME OF COMPANY

The name of Bowls Queensland is Bowls Queensland Limited (the `Company').

3 REGISTERED OFFICE

The registered office of Bowls Queensland will be situated at Brisbane in the State of Queensland.

4 OBJECTS OF COMPANY

- 4.1 Bowls Queensland is the peak body for the administration of the sport of bowls in Queensland.
- 4.2 The objects of Bowls Queensland are to:
 - (a) provide for the encouragement, conduct, promotion, administration and management of the sport of bowls and all related matters throughout Queensland and do all things necessary or desirable in the interests of the game;
 - (b) become a Member of Bowls Australia Incorporated (`Bowls Australia') or any body which may succeed it and to act in accordance with the constitution of Bowls Australia or its successors in pursuit of these objects;
 - (c) formulate and implement appropriate policies, including policies in relation to equal opportunity, equity, drugs in sport, health, safety, junior and senior programs, infectious diseases and such other matters as arise from time to time as issues to be addressed.

5 POWERS

- 5.1 Bowls Queensland may, in any manner permitted by the Act exercise any power, take any action or engage in any conduct or procedure, which under the Act a company limited by guarantee may exercise, take or engage in if authorised by its Constitution;
- 5.2 Bowls Queensland specifically has power to:
 - (a) select and control teams or sides to represent Bowls Queensland;
 - (b) settle all questions or disputes on all matters pertaining to the sport of bowls in Queensland which are submitted to Bowls Queensland for its adjudication;
 - (c) approve and/or design the attire and/or uniform to be worn by all players, markers, umpires and officials of Bowls Queensland, Members and Affiliated Clubs;
 - (d) represent the interests of its Members, bowlers and bowls generally in any appropriate forum;
 - (e) do all acts and things and enter into and make any arrangement as are incidental, conducive or subsidiary to the advancement of these objects and solely for the above purposes, to do anything allowed by the operation of section 124 of the Act.

6 APPLICATION OF INCOME

- 6.1 The income and property of Bowls Queensland shall be applied solely towards the promotion of the objects of Bowls Queensland as set out in this Constitution.
- 6.2 Except as prescribed in this Constitution:
- (a) no portion of the income or property of Bowls Queensland shall be paid or transferred, directly or indirectly by way of dividend, bonus or otherwise by way of profit to any person who is, or has been, a Member or to any person claiming through them; and
 - (b) no remuneration or other benefit in money or money's worth shall be paid or given by Bowls Queensland to any Director of Bowls Queensland or a Member's Delegate.
- 6.3 Nothing contained in clauses 6.1 or 6.2 shall prevent:
- (a) payment in good faith to any officer, servant or Member of Bowls Queensland for any goods and services actually provided or rendered to Bowls Queensland whether as an employee or otherwise in the ordinary and usual course of operation;
 - (b) reimbursement of expenses to any Member, Member's Delegate, member of a Committee or Director of Bowls Queensland incurred on behalf of Bowls Queensland;
 - (c) the payment of interest, not exceeding the commercial rate, on money borrowed from any person or member;
 - (d) the payment of rent for premises demised or let by any person or Member to Bowls Queensland;
 - (e) the making of grants of money to any Affiliated Club or District in accordance with the Constitution to be used for the purposes of its objects or the objects of Bowls Queensland if the constitution of that Affiliated Club or District imposes a restriction upon the distribution of income and property to its members at least as extensive as the restriction imposed upon Bowls Queensland by this clause.
 - (f) Board Members, Delegates and Committee Members being reimbursed for those travelling and other expenses properly incurred by them in attending and returning from meetings at which they are required to attend or otherwise in connection with Bowls Queensland on approved duties as determined by the Board.

7 LIABILITY OF MEMBERS

- 7.1 The liability of Members of Bowls Queensland is limited.
- 7.2 Every Member of Bowls Queensland undertakes to contribute to the assets of Bowls Queensland in the event of it being wound up while a Member, or within one year after ceasing to be a Member, for payment of:

- (a) the debts and liabilities of Bowls Queensland incurred before the time at which they cease to be a Member;
 - (b) the costs, charges and expenses of winding up; and
 - (c) adjustment of the rights of contributors amongst themselves,
- an amount as may be required not exceeding \$1.00 in any circumstances.

8 DISTRIBUTION OF PROPERTY ON WINDING UP

- 8.1 If, on the winding up or dissolution of Bowls Queensland by any means and for any reason, there remains any property, after the satisfaction of all Bowls Queensland's debts and liabilities, the property shall not be paid to or distributed among the Members of Bowls Queensland, but shall be given or transferred:
- (a) to one or more institutions selected by the Members of Bowls Queensland at or before the dissolution of Bowls Queensland, having objects similar to Bowls Queensland and prohibiting, or agreeing to prohibit the distribution of its or their income and property, to an extent at least as great as that imposed on Bowls Queensland under Clause 6; and
 - (b) if effect cannot be given to paragraph (a), to some other body, the objects of which are the promotion of charity (whether or not the body is a Member of Bowls Queensland or an affiliated Club). Such a body must be at law either a registered, approved or licensed charity or a charity exempt from registration, approval or the requirement to hold a licence according to the provisions of the relevant State legislation.

9 ACCOUNTS AND AUDIT

- 9.1 True accounts must be kept of the sum of:
- (a) money received and expended by Bowls Queensland and the manner in respect of which that receipt and expenditure takes place; and
 - (b) the property, credits and liabilities of Bowls Queensland.
- 9.2 Subject to any reasonable restrictions as to the time and manner of inspecting the Accounts that may be imposed in accordance with the Constitution for the time being, they shall be open for inspection by the Members, Directors and Delegates.
- 9.3 Once at least in every year the Accounts of Bowls Queensland shall be examined and the correctness of the balance sheet ascertained by one or more registered company auditors who shall report to the Members in accordance with generally accepted accountancy principles and standards and the provisions of the Law.

10 REPLACEABLE RULES

- 10.1 The operation of each of the sections of the Act which are defined as replaceable rules are displaced by this Constitution and do not apply to Bowls Queensland.

PART 2 AFFILIATION

11 APPLICATION TO BOWLS QUEENSLAND

- 11.1 A bowls club, either men's, ladies or joint, a subsidiary bowls club or a section of an amalgamated bowls club, having not fewer than twenty (20) ordinary members may apply for affiliation with Bowls Queensland by submitting an application in the form of Schedule 1 (affiliation) or any other form approved by the Board accompanied by:

- (a) a copy of the constitution or other constituent document of the Club;
- (b) adopt the BQ approved Club Disciplinary Policy;
- (c) full particulars of the title to the green or a certified copy of the lease or licence under which the green is held;
- (d) a complete list of club members, Management Committee and recreational Bowlers including addresses and dates of birth;
- (e) details of the green; and
- (f) such other particulars or reports with respect to any other matter as Bowls Queensland may require.

- 11.2 The bowls section of a multi sports Club may apply for affiliation and such other terms and conditions as the Board may determine.

- 11.3 A Bowls Club seeking affiliation must:

- (a) adopt the Bowls Club Disciplinary Policy approved by Bowls Queensland;
- (b) be a member of the relevant District and;
- (c) comply with the Affiliated Club conditions contained in the By-Laws;

12 APPROVAL

- 12.1 The Board shall have the power to grant or not grant approval of an application for affiliation.

- 12.2 The Board may make By-Laws for the approval of affiliation.

13 CONDITIONS OF AFFILIATION

- 13.1 Every Affiliated Club must be affiliated with the District.

- 13.2 The Board may impose conditions for affiliation, including (without limitation) the amendment of the applicant's:
- (a) constituent document to ensure compliance with clause 11; and
 - (b) name / title of the Club.

14 TERMINATION OR SUSPENSION OF AFFILIATION

- 14.1 The Board may, by resolution passed by a majority of at least three-quarters of the Directors present, vary the terms and conditions of, or suspend any affiliation of the Affiliated Club if it:
- (a) is guilty of conduct or makes public Statements, which in the opinion of the Board is unbecoming of an Affiliated Club or prejudicial to the interests, image, welfare or reputation of Bowls Queensland;
 - (b) amends, alters or otherwise changes or maintains its constitution or other constituent document in such a manner as to be inconsistent with clause 14.1;
 - (c) fails to discipline any member of the Affiliated Club who in the opinion of the Board has engaged in any conduct unbecoming of a member of an Affiliated Club or prejudicial to the interests, image, welfare or reputation of Bowls Queensland;

HOWEVER

- (d) the Affiliated Club shall be given at least fourteen (14) days written notice of the reasons for such action and of the date and time of the proposed meeting of the Board at which the resolution is to be put; and
 - (e) a representative of the Affiliated Club is entitled to be heard at the relevant meeting of the Board and/or present a written submission prior to the passage of the resolution.
- 14.2 The Board may suspend an Affiliated Club's affiliation if its Affiliation Fees remain unpaid in full by the 31st March in each year. However the Board may extend the time for payment of the Affiliation Fees by an Affiliated Club.

15 DISCONTINUANCE OF AFFILIATION

- 15.1 The Members in General Meeting may by Special Resolution terminate the affiliation of any club;

HOWEVER

the Affiliated Club concerned shall be given at least thirty-one (31) days' notice prior to the General Meeting at which the matter is to be determined and shall be advised that the club is entitled to be present at the meeting to be heard and/or present a written submission.

Upon notice in writing of that determination being served on the Affiliated Club:

- (a) it will cease to be affiliated; and
 - (b) any Delegate who is a member of that club, will automatically cease to be a Delegate.
- 15.2 If any Affiliated Club fails to comply with the conditions of affiliation with Bowls Queensland, that Affiliated Club may forfeit all affiliation rights until conditions are regained.

16 AFFILIATION FEES AND LEVIES

- 16.1 Annual Affiliation Fees and levies shall be set by a resolution of members at the September general meeting. A notice of recommendation from the board shall be attached to the Agenda for that meeting.
- 16.2(a) The Affiliation Fee shall be calculated, based on the number of ordinary members, life members (other than a Life Member of Bowls Queensland) and such other members entitled to play bowls at the Affiliated Club, as at the preceding 1st January
- 16.2(b) All persons who as members of Affiliated Clubs shall be registered with Bowls Queensland on payment of the appropriate Club Fee.
- 16.2(c) Club Affiliation fee in accordance with 16.2(a) will be paid in respect of a person having membership at more than one club, only once by the club member's registered (declared) club.
- 16.3 Affiliation Fees relate to a calendar year and are calculated as at the 1st January each year and are due and payable in full by the 31st March each year.
- 16.4 If the Affiliation Fee remains unpaid for a period of thirty (30) days after it became due and payable the Secretary shall give notice to the Affiliated club, and the Member, of that fact.
- 16.5 Affiliated Clubs shall remit Bowls Australia and Bowls Queensland affiliation fees and levies direct to Bowls Queensland. Bowls Queensland to notify district associations of non-payments. District Fees shall be set by and paid to each District Association. (See Clause 16.2)
- 16.6 Affiliated Clubs must pay affiliation fees and levies as provided for in clause 16.2 for every member joining or re-joining the club during the course of the Company's financial year determined at the quarterly pro-rata rate for a full year.

17 BOWLS QUEENSLAND REGISTERS

- 17.1 Bowls Queensland must keep and maintain a register of Members in which must be entered the full name, address, telephone numbers, email addresses and date of entry to membership or cessation of membership of the following:
- (a) each Member;

- (b) the principal administrative officer of each Member;
 - (c) each Delegate;
 - (d) each Life Member.
- 17.2 Having regard to confidentiality considerations, an extract of the register, is to be available for inspection by Members, upon reasonable request.
- 17.3 An entry in the Register of Members is prima facie evidence of membership and of the particulars set out in that register in respect of each Member.
- 17.4 The Board may keep and maintain a register of affiliated clubs and all Affiliated Clubs members in which must be entered the full name, address, telephone numbers and email addresses if applicable and the date of entry to affiliation or cessation of affiliation of:
- (a) each Affiliated Club
 - (b) the Secretary of each Affiliated Club;
 - (c) the members of the Affiliated Club.

PART 3 MEMBERSHIP

18 MEMBERS AND CLASSES

- 18.1 The Members of Bowls Queensland are:
- (a) Districts which, subject to this Constitution, shall be represented by their Delegate/s who will have the right to be present, debate and exercise voting rights at General Meetings;
 - (b) Bowls Queensland Life Members who, subject to this Constitution, will have the right to be present and speak at General Meetings, but will have no voting rights

19 DISCONTINUANCE OF MEMBERSHIP

- 19.1 Membership will automatically cease upon:
- (a) that Member being given notice of expulsion by the Board pursuant to clause 19.2;
 - (b) the Secretary receiving notice of that Member's resignation;
 - (c) the relevant Member failing to retain its qualifications for membership;
 - (d) in the case of a Life Member, on the date that the Member dies; and
 - (e) in the case of a Member which is a Body Corporate on the date that:

- (i) a liquidator is appointed in connection with the winding-up of the Member; or
- (ii) an order is made by a court for the winding-up or deregistration of the Member.

19.2 The Board may reprimand, suspend or expel a Member if:

- (a) the Member is guilty of conduct which in the opinion of the Board is unbecoming of the Member or prejudicial to the interests, image, welfare or reputation of Bowls Queensland; or
- (b) the Member makes public statements which are in the opinion of the Board damaging to the interests, image, welfare or reputation of Bowls Queensland,

HOWEVER the Member must:

- (c) be given at least fourteen (14) days written notice of any proposed action, the reasons and the time and place of the Board meeting at which the matter will be considered; and
- (d) have an opportunity to be heard at the meeting at which the resolution approving the matter is to be considered, prior to the passing of the resolution.

19.3 Upon ceasing to be a Member, the Member's name shall be removed from the register of Members.

20 LIABILITY FOR FEES AND OTHER AMOUNTS FOLLOWING CESSATION

20.1 Notwithstanding that the District ceases to be a Member of Bowls Queensland, it shall continue to be liable for:

- (a) all amounts owing by it to Bowls Queensland which are due and unpaid as at the date that the District ceases to be a Member; and
- (b) amounts which the District is or may become liable to pay Bowls Queensland.

PART 4 DISTRICTS AND AFFILIATED CLUBS

21 CONDITIONS FOR MEMBERSHIP AND AFFILIATION

21.1 The constituent documents of each District and Affiliated Club must:

- (a) clearly reflect the objects of Bowls Queensland;
- (b) not conflict with the Constitution and By-Laws of Bowls Queensland or the rules and By-Laws of Bowls Australia Ltd
- (c) acknowledge the status of Bowls Queensland as the governing body of the sport of bowls in Queensland (for example, (without limitation) as

to the laws and standards of the sport of bowls and jurisdiction over disciplinary matters);

- (d) comply with the rules and directions of Bowls Queensland from time to time; and
 - (e) provide that to the extent of any inconsistency between the constituent documents of the District or Affiliated Club and this Constitution or the Bylaws, this Constitution and the Bylaws will prevail.
- 21.2 All Districts and Affiliated Clubs and their members are deemed to have agreed to be bound by the Constitution and By-Laws and any amendments made to them for the time being in force.
- 21.3 Without limiting clause 21.1 all Affiliated Clubs must comply with the conditions for Club affiliation as outlined in the By-Laws to this Constitution.
- 21.4 Each District and Affiliated Club must provide to the board a copy of its constitution or other constituent document, certified to be true and correct, to ascertain compliance with clause 21.3
- 21.5 At the date of this Constitution the State of Queensland is divided into Districts as set out in Schedule 3. Zones and their membership shall be included in this schedule.
- 21.6 At the date of this Constitution the makeup of each District is as set out in Schedule 4.
- 21.7 Bowls Queensland will review each of these Districts from time to time, but at least every five (5) years to ensure that the Districts achieve appropriate representation for Affiliated Clubs in compliance with clause 21.8.
- 21.8 Bowls Queensland will appoint a committee of not less than five (5) members from different Zones to conduct the review. Taking into account the recommendations of the review committee. Bowls Queensland will effect changes as deemed necessary for the efficient conduct of Bowls Queensland. And:
- (a) An affiliated Club or District/s may within 60 days of any intended changes appeal against the decision to BQ Board of management.
- 21.9 Affiliated Club/s may at any time change Districts provided that an affirmative vote of not less than a 75% majority is required by the affiliated club prior to agreement between the Affiliated Club, the existing District, the proposed new District and Bowls Queensland.

PART 5 DELEGATES

22 DELEGATES

- 22.1 Each District must appoint a Delegate or Delegates to be its representative at General Meetings of Bowls Queensland for a term of

one year. Whether a District is a combined Ladies and Mens District or not, the District shall appoint one female delegate and one male delegate.

- 22.2 Only a Full Bowling Member of an Affiliated Club is eligible to be elected to the position of Delegate.
- 22.3 Each District must advise the Bowls Queensland of the name, address, email address and phone number of the Delegate/s within fourteen (14) days of appointment.
- 22.4 If a Delegate is elected to the Board of Directors then the District must appoint another Delegate.
- 22.5 A Director or a person holding an elected position in Bowls Queensland cannot be a Delegate.
- 22.6 On a show of voting batons and on a poll, every Delegate or proxy has the number of votes equal to the number of Financial Clubs in the District. Where a District has a male and female Delegate, each Delegate will have the number of votes equal to the number of Financial Clubs, Mens and Ladies Clubs in the District respectively.
- 22.7 A Director shall not act as a proxy for a District. A Committee Member can be a Delegate or a proxy for a District.

PART 6 AWARDS

23 LIFE MEMBERS, DISTINGUISHED SERVICE AWARD, MERITORIOUS SERVICE AWARD, PLAYER RECOGNITION AWARD.

- 23.1 Any Financial Ordinary or Life Member of an Affiliated Club may be elected as a Life Member of Bowls Queensland as outlined in the Bylaws to this Constitution.
- 23.2 A Life Member of Bowls Queensland is entitled to all privileges of Bowls Queensland and is free from payment of Bowls Queensland fees and levies, Bowls Australia fees are still payable.
- 23.3 A Life Member is not entitled to vote at General Meetings, but shall be entitled to receive notice of and attend at all General Meetings and to receive such other gifts and privileges as Bowls Queensland may from time to time determine.
- 23.4 Any financial Ordinary or Life Member of an affiliated Club may have the Distinguished Service Award conferred as outlined in the Bylaws to this Constitution.
- 23.5 Any financial Ordinary or Life Member of an affiliated Club may have the Meritorious Service Award conferred as outlined in the Bylaws to this Constitution.

PART 7 GENERAL MEETINGS

24 MEETINGS

- 24.1 In each year, there will be the following meetings of Bowls Queensland:
- (a) an Annual General Meeting, to be held not later than the month of March in each year (unless otherwise determined by the Board) at a date, time and place to be fixed by the Board;
 - (b) General Meeting, to be held in the month of September in each year at a date, time and place to be fixed by the Board; and
 - (c) such extraordinary meetings as are convened in accordance with clause 27.

25 BUSINESS OF MEETINGS

- 25.1 The business of the Annual General Meeting includes:
- (a) the confirmation of minutes of, and consideration of business arising from, the last Annual General Meeting and any subsequent Extraordinary Meetings;
 - (b) to receive and consider the annual report of Bowls Queensland
 - (c) to receive and consider the statement of accounts, balance sheet and auditor's report;
 - (d) the declaration of the election of Office Bearers, Directors, and such other officers or persons as may be required, by this Constitution, to be elected.
- 25.2 The notice of the Annual General Meeting must state that the business to be transacted at the meeting includes that business outlined in clause 24.1;
- 25.3 The business of the General Meeting referred to in clause 24.1(b) is:
- (a) (a) the confirmation of minutes and business arising from the previous general meeting
 - (b) for the Board to report to, and seek the advice, opinions and recommendations of the Council on:
 - (i) the general business of Bowls Queensland;
 - (ii) the short and long term strategic direction of Bowls Queensland; and
 - (iii) the implementation, and review, of the policies of Bowls Queensland.

26 EXTRAORDINARY MEETINGS

- 26.1 All General Meetings of Bowls Queensland, other than:
- (a) the Annual General Meeting; and
 - (b) the General Meetings convened in accordance with clause 24.1(b), are extraordinary meetings.

27 CONVENING OF MEETINGS

- 27.1 A General Meeting may be called by resolution of the Board or by written request of ten Members, signed by those Members and deposited at the registered office of Bowls Queensland.
- 27.2 The resolution or requisition must state the objects of the meeting and those objects must be stated in the notice convening the meeting. No other business shall be transacted thereat.
- 27.3 An extraordinary meeting must be held at such time or place:
- (a) in the case of a meeting convened by resolution of the Board, as the Board determines; and
 - (b) in the case of a meeting requisitioned by Members as the President or the Board determines.
- 27.4 The Board must convene the meeting requisitioned by Members as soon as practicable and in any case, not later than two months after receipt of the requisition.

28 QUORUM

- 28.1 No business shall be transacted at any General Meeting unless a quorum is present at the time when the meeting proceeds to business.
- 28.2 A quorum for any General Meeting shall be constituted when the Delegates present are entitled to cast 50% of the total votes eligible to be cast by all the Delegates including proxies.
- 28.3 For the purpose of determining whether a quorum is present, a person attending as a proxy, or as attorney for a Member shall be taken to be a Member present in person.
- 28.4 If a quorum is not present within half an hour from the time appointed for the meeting:
- (a) where the meeting was convened on the requisition of Members, the meeting shall be dissolved; or
 - (b) in any other case:
 - (i) the meeting shall be postponed , to the same day in the next week at the same time and place; and

- (ii) if at the postponed meeting a quorum is not present within half an hour from the time appointed for the meeting - the Members present shall resolve the issues on the agenda.

29 CHAIRMAN OF MEETINGS

- 29.1 The President shall preside at every General Meeting.
- 29.2 Where a General Meeting is held:
 - (a) in the absence of the President, the Vice President shall preside; or
 - (b) if the President or Vice President is not present within ten (10) minutes after the time appointed for the holding of the meeting or is unwilling to act, the Members present shall elect one of their number to preside over the meeting.

30 ADJOURNMENT

- 30.1 The President or other presiding officer may, with 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 the adjournment took place.
- 30.2 When a meeting is adjourned for thirty (30) days or more, notice of the adjourned meeting shall be given as in the case of an original meeting.
- 30.3 Except as provided by clause 30.2, it is not necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.

31 VOTING AT GENERAL MEETINGS

- 31.1 Every question, other than the election of Directors, and Life Members submitted to a General Meeting, shall be decided in the first instance by a show of batons (refer clause 22.6) and in the case of an equality of votes, it must be decided in the negative.
- 31.2 At any General Meeting, unless a poll is (before or on the declaration of the result of the show of batons) demanded:
 - (a) by the President (or other presiding officer);
 - (b) by at least five Members present in person or by proxy or attorney; or
 - (c) by a Member or Members present in person or by proxy or attorney and representing not less than one-tenth of the total voting rights of all the Members having the right to vote at the meeting.

A declaration by the President or other presiding officer that a resolution has on a show of batons been carried or carried unanimously, or by a particular majority, or lost, and an entry to that effect in the book containing the minutes of the proceedings of the meeting, is conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against the resolution.

31.3 The demand for a poll may be withdrawn.

32 RESTRICTION ON VOTING RIGHTS

32.1 Delegates representing Districts whose club Affiliation Fees or levies or any other moneys payable under the terms of this Constitution to Bowls Queensland remain unpaid by the expiration of sixty (60) days after the due date will have their number of votes reduced by the number of those Clubs who are not Financial Clubs within the District, whilst those Clubs remain unfinancial.

33 PROCEDURE FOR POLLS

33.1 If a poll is properly demanded, it must be taken in such manner and, subject to clause 33.2 either at once or after an interval or adjournment or otherwise as the President directs, and the result of the poll shall be the resolution of the meeting at which the poll was demanded.

33.2 A poll demanded on the election of a President or on a question of adjournment must be taken at once.

34 VOTES OF MEMBERS

34.1 At meetings of Members each Member entitled to vote may vote by its Delegate or by proxy or attorney.

34.2 On a show of voting batons and on a poll each Delegate, proxy or attorney has the number of votes representing the number of Financial Clubs in the District that they represent.

35 PROXIES

35.1 An instrument appointing a proxy must be in writing under the hand of the Delegate or an Office Bearer of the District or if the District is a corporation either under seal or under the hand of an officer or attorney duly authorised.

35.2 An instrument appointing a proxy may specify the manner in which the proxy is to vote in respect of a particular resolution and, where an instrument of proxy so provides, the proxy is not entitled to vote on the resolution except as specified in the instrument but may vote as they think fit on any motion or resolution in respect of which no manner of voting is indicated.

35.3 An instrument appointing a proxy is taken to confer authority to demand or join in demanding a poll.

35.4 An instrument appointing a proxy must be in the form in Schedule 2 or in a form that is as similar to that form as the circumstances allow or in such other form as the Directors accept.

- 35.5 No instrument appointing a proxy shall be treated as invalid merely because it does not contain the address of the appointor or of a proxy or is not dated or does not contain in relation to any or all resolutions an indication of the manner in which the proxy is to vote.
- 35.6 A Director shall not act as a proxy.
- 35.7 A proxy may represent only one Member.

36 LODGEMENT OF PROXIES

- 36.1 An instrument appointing a proxy is not valid unless the instrument or a facsimile of the instrument, and the power of attorney or other authority (if any) under which the instrument is signed or a notarially certified copy of that power or authority, is or are deposited, not less than one hour (or such lesser period as the Directors may permit) before the time appointed for holding the meeting or adjourned meeting or taking of a poll, at the registered office of Bowls Queensland or at such other place within the State of Queensland as is specified for that purpose in the notice convening the meeting.
- 36.2 Where a proxy is not registered within the time stipulated under clause 36.1 because of exceptional or extenuating circumstances, the Board shall have the power to allow late registration.

37 VALIDITY OF PROXIES

- 37.1 A vote given in accordance with the terms of an instrument of proxy or of a power of attorney is valid notwithstanding the previous death or unsoundness of mind of the principal or the revocation of the instrument (or of the authority under which the instrument was executed) or of the power, if no intimation in writing of the death, unsoundness of mind or revocation has been received by Bowls Queensland at the registered office before the commencement of the meeting or adjourned meeting at which the instrument is used or the power is exercised.

38 DIRECTOR'S RIGHT TO ATTEND AND SPEAK

- 38.1 The Directors shall have the right to attend and speak with the permission of the presiding officer at all General Meetings of Bowls Queensland, and to move motions on behalf of the Board, but shall not have a vote.

PART 8 THE BOARD OF DIRECTORS

39 COMPOSITION OF THE BOARD

- 39.1 The Directors shall comprise the Board.

- 39.2 The number of Directors shall be seven (7) and shall be comprised of:
- (a) President
 - (b) Vice President
 - (c) Director of Finance
 - (d) four (4) elected Directors
- 39.3 A member of the Board of Directors is not allowed to hold any other position with Bowls Queensland other than a member of a board committee.
- 39.4 An Employee of Bowls Queensland shall not be eligible for election or appointment as a director, both during their period of employment and for a period of two (2) years immediately after their employment ceases.

40 ELECTION OF THE BOARD

- 40.1 The Board shall be elected annually by postal ballot.
- 40.2 All elections of Directors shall be a two (2) year term provided:
- (a) At the end of the first year of operation elections will held for the position of Vice President, Director of Finance and two of the Directors for a two (2) year term. Retiring Directors will be those Directors finishing their current two-year term
Any person retiring from these positions is eligible for re-election.
 - (b) At the end of the second year of operation elections will be held for the position of President and other Directors.
Any person retiring from these positions is eligible for re-election.
- 40.3 The procedure for nominations for, and the election of, the Board shall be in accordance with the procedure in the Elections By-Law. However, despite any provision of the Elections By-Law, the voting system to be utilised for the election of the Board is what commonly is referred to as "First past the post".
- 40.4 All elections of Directors, President, Vice President and Director of Finance, Shall be for a term of two (2) years. Any retiring Director is eligible for re-election to any Board position.

41 PRESIDENT

- 41.1 The President:
- (a) will preside at any General Meeting or Board Meeting which they are present;
 - (b) shall, where required, represent Bowls Queensland in an official capacity at functions and Company matches and liaise with Bowls Australia, other State Associations and Districts;

- (c) is responsible for the overall administration of Bowls Queensland, subject to the valid directions of the Board.

41.2 A Full Bowling Member of an Affiliated Club is eligible for the election to the office of President.

42 VICE PRESIDENT

42.1 The Vice President shall perform such duties as the President shall delegate from time to time.

43 DIRECTOR OF FINANCE

43.1 It is the responsibility of the Director of Finance:

- (a) upon request of Bowls Queensland or of their own initiative, to supervise the management of the overall financial policy of Bowls Queensland;
- (b) to supervise the preparation and submission to the Board for its confirmation of the financial budgets of Bowls Queensland to be presented to Council at least twenty eight (28) days prior to the September General Meeting.
- (c) in conjunction with the Secretary and Bowls Queensland's auditor, to ensure that appropriate accounting procedures are maintained;
- (d) to ensure that records are kept showing the manner in which Bowls Queensland's funds and assets are from time to time held;
- (e) to supervise the preparation and submission of financial reports to the Board as and when required;
- (f) to ensure that the accounting records of Bowls Queensland are made available to Bowls Queensland's auditors upon request;
- (g) to ensure that the income and expenditure statements, together with the balance sheet for each financial year are audited for presentation to the next Annual General Meeting; and
- (h) to ensure that the property of Bowls Queensland is adequately insured and arrange such other insurance as may be directed by the Board.

44 PATRON

44.1 Bowls Queensland may appoint a Patron to hold office for as long as Bowls Queensland may determine.

44.2 The Patron shall be entitled to attend all General Meetings but shall not be entitled to vote

45 VACATION OF OFFICE

- 45.1 In addition to the circumstances in which the office of a Director becomes vacant by virtue of the Law, the office of a Director becomes vacant if the Director:
- (a) becomes of unsound mind or a person whose person or estate is liable to be dealt with in any way under the Law relating to mental health;
 - (b) resigns office by notice in writing to Bowls Queensland;
 - (c) is absent without the consent of the Directors from three consecutive meetings of the Board;
 - (d) is removed from office by resolution of Bowls Queensland;
 - (e) ceases to be a Full Bowling Member of an Affiliated Club; or
 - (f) in relation to the Director of Finance, if the Officer is unavailable or neglects or refuses to perform any function required of the office or by the Board.

46 REMOVAL FROM OFFICE

- 46.1 The Members may remove a Director from the Board before the expiration of the period of office in accordance with the provisions of the Corporations Act.

47 CASUAL VACANCIES

- 47.1 The Board shall have the power to appoint a suitably qualified Full Bowling Member of an Affiliated Club to the Board for the purpose of filling a casual vacancy.
- 47.2 A person appointed to fill a casual vacancy shall hold office for the balance of the term of the Director whose retirement has created the casual vacancy.
- 47.3 A person appointed to fill a casual vacancy is eligible for election or re-appointment.

48 POWERS OF DIRECTORS

- 48.1 Subject to the Law and to any other provisions of this Constitution, the business of Bowls Queensland shall be managed by the Directors who may exercise all such powers of Bowls Queensland as are not, by the Law or by this Constitution, required to be exercised by Bowls Queensland in General Meeting.

49 NEGOTIABLE INSTRUMENTS

49.1 All cheques, promissory notes, bankers drafts, bills of exchange, credit cards and other negotiable instruments shall be signed, drawn, accepted, endorsed, or otherwise executed, as the case may be, by such persons and in such manner as the Directors may decide, and unless so decided, by any two Directors.

50 BY-LAWS

50.1 The Board may make By-Laws as it sees fit including for the purposes of:

- (a) appointment and duties of returning officer;
- (b) election and ballot procedures;
- (c) duties and qualifications of Committees;
- (d) the rights and duties of a member of two or more Clubs or Districts;
- (e) Bowls Queensland competitions;
- (f) conditions of membership and affiliation;
- (g) attire/uniform;
- (h) administration fee;
- (i) reports of Districts and Clubs;
- (j) conferring awards;
- (k) membership Transfers;
- (l) any other matter for which the Board is of the view that By-Laws are required;
- (m) disciplinary matters; and
- (n) affiliation.

50.2 The By-Laws for the time being in force shall be binding on Members and Affiliated Clubs as if they formed part of this Constitution and shall have full effect accordingly.

51 RETURNING OFFICER

51.1 The Company Secretary or if there is no Company Secretary another person/s appointed by the Board, shall act as the Returning Officer. **r.** Appointment of assistants to the returning officer shall be made by the Board at its January meeting.

52 CONVENING MEETINGS

- 52.1 The Directors may meet monthly or as the Board otherwise determines for the dispatch of business and adjourn and otherwise regulate their meetings.
- 52.2 The Secretary must on the requisition of four Directors, convene a meeting of the Directors.

53 MINUTES OF MEETINGS

- 53.1 The Secretary shall record all appointments of officers and employees and cause minutes to be made of:
- (a) names of Directors present at all meetings of Bowls Queensland and the Board; and
 - (b) all proceedings of all meetings of Bowls Queensland and the Board, and those minutes shall be signed by the President of the meeting at which the proceedings were held or by the President of the next succeeding meeting.

54 MEETINGS OF THE BOARD

- 54.1 The contemporaneous linking together by telephone or other electronic means of a number of the Directors sufficient to constitute a quorum, and so constitutes a meeting of the Directors and all the provisions in this Constitution relating to meetings of the Directors apply, so far as they can and with such changes as are necessary, to meetings of the Directors by telephone or other electronic means.

55 QUORUM AT MEETINGS

- 55.1 At a meeting of the Board, the number of Directors whose presence is necessary to constitute a quorum is five (5).
- 55.2 The fact that a Director is in any way, directly or indirectly, interested in any matter arising for decision at a meeting of Directors does not prevent that Director being counted in a quorum.

56 CHAIRMAN OF MEETINGS

- 56.1 The President shall preside at every Board meeting.
- 56.2 Where a Board meeting is held:
- (a) in the absence of the President, Vice President shall preside; or
 - (b) if the President or Vice President is not present within ten minutes after the time appointed for the holding of the meeting or is unwilling to act, the Directors present shall elect one of their number to preside at the meeting.

57 VOTING AT BOARD MEETINGS

- 57.1 Subject to this Constitution, questions arising at a meeting of Directors shall be decided by a majority of votes of Directors present and voting and any such decision shall for all purposes be taken to be a decision of the Directors.
- 57.2 In the case of an equality of votes the question shall be decided in the negative.

58 DISCLOSURE OF INTERESTS

- 58.1 Despite any rule of law or equity to the contrary, a Director is not disqualified from office by contracting with Bowls Queensland in any capacity whatsoever.
- 58.2 A contract or arrangement made by Bowls Queensland with a Director or in which a Director is in any way, directly or indirectly, interested shall not be avoided merely because the Director is a party to or interested in it.
- 58.3 A Director is not liable to account to Bowls Queensland for any profit derived in respect of a matter in which they have a material interest, merely because of their office or the fiduciary relationship it entails, if the Director has:
- (a) declared their interest in the matter as soon as practicable after the relevant facts have come to the Director's knowledge; and
 - (b) not contravened this Constitution or the Law in relation to the matter.
- 58.4 A general notice in accordance with the Act that the Director is an officer or member of a specified body corporate or firm stating the nature and extent of their interest in the body corporate or firm shall, in relation to a matter involving Bowls Queensland and that body corporate or firm, be a sufficient declaration of the Director's interest, provided the extent of that interest is no greater at the time of first consideration of the relevant matter by the Directors than was stated in the notice.

59 VACANCIES

- 59.1 In the event of a vacancy or vacancies in the office of a Director on the Board of Directors, the remaining Directors may act but, if the number of remaining Directors is not sufficient to constitute a quorum at a meeting of Directors, they may act only for the purpose of increasing the number of Directors to a number sufficient to constitute such a quorum.

60 DELEGATIONS TO COMMITTEES

- 60.1 The Directors may delegate any of their powers to a Committee or Committees consisting of such of their number as they think fit and may authorise the Committee/s to sub-delegate all or any of the powers so delegated and may revoke that delegation.
- 60.2 A Committee to which any powers have been so delegated shall exercise the powers delegated in accordance with any directions of the Directors and a power so exercised shall be taken to have been exercised by the Directors.

61 WRITTEN RESOLUTIONS

- 61.1 If a document containing a statement that the signatories to it are in favour of a resolution in the terms set out or otherwise identified in the document has been signed by all the Directors (excluding each Director, if any, who would not be entitled to vote on that resolution at a meeting of the Directors), a resolution in those terms shall be taken to have been passed at a meeting of the Directors held on the day on which and at the time at which the document was last signed by a Director.
- 61.2 For the purposes of clause 61.1:
- (a) two or more separate documents containing statements in identical terms each of which is signed by one or more Directors shall together be taken to constitute one document containing a statement in those terms signed by those Directors on the respective days on which they signed the separate documents; and
 - (b) a telex, telegram, facsimile or email message which is received by Bowls Queensland and is expressed to have been sent by a Director shall be taken to be a document signed by that Director at the time of receipt of the telex, telegram, facsimile or email message by Bowls Queensland.

62 DEFECTS IN APPOINTMENTS

- 62.1 Notwithstanding that it is afterwards discovered that there was some defect in the appointment of a person to be a Director, or a member of a Committee, or to act as a Director, or that a person so appointed was disqualified, all acts done by any meeting of the Directors or of a Committee or by any person acting as a Director are as valid as if the person had been duly appointed and was qualified to be a Director or to be a member of the Committee.

63 SECRETARY AND OTHER OFFICERS

- 63.1 The Board shall appoint a Secretary whose duties shall include all requirements under the relevant Act.
- 63.2 The Secretary may be a person who simultaneously holds another position in Bowls Queensland (for example, the Chief Executive Officer).

63.3 A Secretary of Bowls Queensland holds office on such terms and conditions, as to remuneration etc, as the Board decide.

63.4 The Board may terminate the appointment of a Secretary.

PART 9 COMMITTEES

64 BOWLS AUSTRALIA DELEGATES:

64.1 The Bowls Australia Delegates shall be appointed by the Board. To the extent that the President and CEO is prepared to accept an appointment, he/she shall be appointed by the Board. In the event that either of them is not prepared to accept such appointment, some other member of the Board shall be appointed.

64.2 The Bowls Australia Delegates shall represent Bowls Queensland at Bowls Australia general meetings and exercise those powers that are delegated to them by the Board in accordance with this Constitution.

65 OTHER COMMITTEES

65.1 The Board may, as required, establish any standing Committees or other Committees from time to time.

65.2 Any standing Committee or other Committee established under clause 65.1 shall perform the duties and functions and exercise the powers in accordance with this Constitution and any directions of the Board.

66 MEMBERSHIP OF COMMITTEES

66.1 Each Board Committee will comprise of such persons as appointed by the Board.

66.2 The President shall be an ex officio member of all Board appointed Committees.

66.3 If a casual vacancy occurs in a Board appointed Committee the Board shall approve the appointment of a suitable person to fill the vacancy.

67 DUTIES AND QUALIFICATIONS

67.1 The duties and qualifications of committee members shall be set out in the By-Laws.

68 DISMISSAL OF COMMITTEE MEMBERS

68.1 The Board may dismiss a Board elected or appointed committee and/or elected member:

(a) if the committee member has failed to properly discharge their duties in accordance with the Constitution or By-Laws;

- (b) if the committee member is guilty of misconduct or action detrimental to Bowls Queensland or the sport of bowls; or
- (c) on the written recommendation of the Committee Chair if, in the opinion of the Board, the recommendation was made for sufficient reason.

69 PROCEEDINGS OF COMMITTEES

- 69.1 Except as otherwise provided by this Constitution a Committee shall have control over its own proceedings.
- 69.2 Where a Committee meeting is held and:
 - (a) a Chairperson has not been elected by the Committee or appointed by the Board; or
 - (b) the Chairperson is not present within ten (10) minutes after the time appointed for the holding of the meeting or is unwilling to act,

The Committee members present may elect one of their number to be Chairperson of the meeting.
- 69.3 Committees shall meet as required.

70 QUORUM

- 70.1 No business shall be transacted at any Committee meeting unless a quorum is present at the time when the meeting proceeds to business.
- 70.2 A quorum for any Committee meeting shall be constituted when the Committee members present represent a majority of the Committee membership.
- 70.3 If a quorum is not present within thirty (30) minutes of the time appointed for the meeting then the meeting will be rescheduled.

71 VOTING AT COMMITTEE MEETINGS

- 71.1 Questions arising at a meeting of a Committee shall be determined by a majority of votes of the members present and voting.
- 71.2 In the case of an equality of votes, the, the presiding officer in addition to the deliberative vote has a casting vote.

PART 10 DISCIPLINE

72 JURISDICTION OF BOWLS QUEENSLAND

- 72.1 Bowls Queensland has jurisdiction to discipline any Affiliated Club or Districts and shall be acknowledged and submitted to by all Affiliated Clubs and Districts.

- 72.2 Subject to the express objects and powers of Bowls Queensland, the autonomy of each Affiliated District and Club within its own boundaries and organisation is acknowledged.
- 72.3 Upon any complaint being made to the Board of:
- (a) any breach of the provisions of the constitution or the By-Laws as prescribed from time to time; or
 - (b) conduct prejudicial to the interests, image, welfare or reputation of Bowls Queensland or the sport of bowls on the part of any Affiliated Club or any District or its officers, the Board shall have the power to, but shall not be obligated to, hear and determine all matters arising from such complaint and may in its absolute discretion dismiss the complaint, admonish, suspend, disqualify, expel or otherwise deal with the party against whom the complaint is made.

PART 11 MISCELLANEOUS

73 COMMON SEAL

- 73.1 The Directors shall provide for the safe custody of the Seal.
- 73.2 The Seal shall be used only by the authority of the Board, or of a Committee of the Board authorised by the Board to authorise the use of the Seal, and every document to which the Seal is affixed shall be signed by a Director and be countersigned by another Director, a Secretary or another person appointed by the Board to countersign that document or a class of documents in which that document is included.
- 73.3 The Secretary shall keep a register to record each occasion that the Seal is used, including details of the document sealed, and the authority under which the use of the seal is authorised.

74 NOTICES GENERALLY

- 74.1 A Notice may be given by Bowls Queensland to any person entitled to receive the notice either by serving it on them personally or by sending it by post to them at their address as shown in the register of Members or the address supplied by them to Bowls Queensland or electronic devices.
- 74.2 Where a notice is sent by post, service of the notice shall be taken to be effected by properly addressing, prepaying, and posting a letter containing the notice, and to have been effected, in the case of a notice of a meeting, on the day after the date of its posting and, in any other case, at the time at which the letter would be delivered in the ordinary course of post.

75 NOTICES OF GENERAL MEETING

- 75.1 Notice of every General Meeting shall be given in the manner authorised by clause 74 to:
- (a) every Member and its Delegates;
 - (b) Life Members;
 - (c) each member of the Board of Directors;
 - (d) the auditor for the time being of Bowls Queensland;
 - (e) the Patron.
- 75.2 No other person is entitled to receive notices of General Meetings.
- 75.3 A meeting, other than a meeting for the passing of a Special Resolution, must be convened by notice in writing of at least twenty one (21) days or such longer period as is provided in this Constitution, and otherwise in accordance with section 249H of the Act.
- 75.4 The notice of meeting must specify the place, the day and the hour of the meeting and in the case of an extraordinary meeting, the general nature of the objects of the meeting and such other information as may be required by the Corporations Act.
- 75.5 A notice of meeting must be given to those persons who are entitled to receive notices of meetings, but the non-receipt of any such notice or the accidental omission to give such notice to any person entitled will not invalidate the proceedings at any General Meeting.

76 LAWS OF THE SPORT OF BOWLS

- 76.1 The Laws of the sport of bowls shall be the Laws of the game as adopted from time to time by Bowls Australia Ltd.

77 INSPECTION OF RECORDS

- 77.1 The Directors shall decide within sixty (60) days of receipt of a request whether and to what extent, and at what time and places and under what conditions, the accounting records and other documents of Bowls Queensland or any of them will be open to the inspection of Members.
- 77.2 A Member does not have the right to inspect any document of Bowls Queensland except as provided by the Law or authorised by the Directors or by Bowls Queensland in General Meeting.

78 FUNDS MANAGEMENT

- 78.1 The funds of Bowls Queensland shall be controlled by the Board.
- 78.2 Moneys received will be banked promptly and the Director of Finance may authorise the issue of receipts.

78.3 The funds of Bowls Queensland are to be deposited in the name of Bowls Queensland Limited in an account or accounts as the Board may from time to time determine. The account shall be operated only by those persons and in such manner as the Board may from time to time determine.

79 AUDITOR

79.1 A properly qualified auditor or auditors shall be appointed in accordance with the Law.

80 INDEMNITY

80.1 To the extent permitted by Law and without limiting the powers of Bowls Queensland must indemnify each person who is, or has been, a director, principal executive officer or secretary of Bowls Queensland against any liability which results directly or indirectly from facts or circumstances relating to the person serving or having served in that capacity in relation to Bowls Queensland:

- (a) incurred which does not arise out of conduct involving a lack of good faith or conduct known to the person to be wrongful; and
- (b) for costs and expenses incurred by the person in defending proceedings, whether civil or criminal, in which judgment is given in favour of the person or in which the person is acquitted, or in connection with any application in relation to such proceedings in which the court grants relief to the person under the Law.

80.2 Bowls Queensland need not indemnify a person as provided for in clause 80.1 in respect of a liability to the extent that the person is entitled to an indemnity in respect of that liability under a contract of insurance.

80.3 To the extent permitted by Law and without limiting the powers of Bowls Queensland, the Board of Directors may authorise Bowls Queensland to, and Bowls Queensland may enter into any:

- (a) documentary indemnity in favour of; or
- (b) insurance policy for the benefit of,

a person who is, or has been, a Director, principal executive officer, Secretary, auditor, employee or other officer of Bowls Queensland, which indemnity or insurance policy may be in such terms as the Board of Directors approves and, in particular, may apply to acts or omissions prior to or after the time of entering into the indemnity or policy;

80.4 The benefit of each indemnity given in clause 80.1 continues, even after its terms or the terms of this clause are modified or deleted, in respect of a liability arising out of acts or omissions occurring prior to the modification or deletion.

81 ALTERATIONS TO THIS CONSTITUTION

- 81.1 Subject to the provisions of the Corporations Act, this Constitution may be amended, rescinded, or added to from time to time by a Special Resolution carried at a General Meeting of Bowls Queensland.

**SCHEDULE 1
APPLICATION FOR AFFILIATION**

TO: The Directors

Bowls Queensland

RE: Affiliation

I,.....
(insert name)

of.....
(insert address)

being the
(insert position)

of.....(' the Bowls Club').
(insert name of bowls club)

apply for affiliation with **Bowls Queensland** in accordance with the Constitution of **Bowls Queensland**.

I have been duly authorised by the Bowls Club to make this application on behalf of the Bowls Club.

In consideration of being accepted as an Affiliated Club of Bowls Queensland, the Bowls Club agrees to be bound by the provisions of the Constitution and By-laws of Bowls Queensland, the Laws of the Sport of Bowls in Australia and any amendments to these documents.

The relevant details relating to the Bowls Club are as follows:-

1. Full Name of Bowls Club:
2. Official postal address, street address, telephone number and facsimile number (if any) of the Bowls Club:
3. The Office Bearers of the Bowls Club together with their residential addresses and telephone numbers:
4. Details of all existing teams and competitions entered (if applicable):
5. Details of playing uniform of the Bowls Club (if applicable):
6. Details of the relevant geographical area (as defined in the Constitution of Bowls Queensland, (if applicable):
7. Details of playing facilities including grounds and improvements (if applicable)
8. A complete list of full members over the age of 18:

Enclosed with this application is a copy of the Constitution and By Laws of the Bowls Club.

Dated

For and on behalf of the Bowls Club

.....

(Insert position)

**SCHEDULE 2
BOWLS QUEENSLAND LIMITED**

PROXY FORM

I/We _
of _
appoint_
of _
or in his absence _
of _

as my/our proxy to vote for me/us on my/our behalf at the [Annual] General Meeting of Bowls Queensland to be held on _____ and at any adjournment of that meeting.

I/We direct my/our proxy to vote in respect of each resolution to be considered as indicated with an 'X' below, and to vote or abstain in respect of any procedural resolution as my/our proxy thinks fit.

	FOR	AGAINST
Resolution No. 1	[]	[]
Resolution No. 2	[]	[]

If no direction is given above, I/we authorise my/our proxy to vote or abstain as my/our proxy thinks fit in respect of each resolution (including any procedural resolution) to be considered by the meeting and any adjournment of the meeting.

Signature:

Dated:

Corporations should execute under Seal or by attorney.

SCHEDULE 3
BOWLS QUEENSLAND DISTRICTS

Combined Districts

Brisbane DBA

Cunningham DBA

Bundaberg DBA

Maranoa/Warrego DBA

North West DBA

Mens Districts

Burnett Mens DBA

Central Queensland DBA

Condamine DBA

Downs DBA

Fraser Coast DBA

Gateway DBA

Gold Coast Tweed DBA

Leichhardt DBA

Mackay DBA

Moreton Bay DBA

North Queensland DBA

Port Curtis DBA

Southern Downs DBA

Sunshine Coast DBA

Tropical Far North Queensland DBA

Ladies Districts

Burnett DLBA

Central Queensland DLBA

Condamine DLBA

Downs DLBA

Wide Bay/Gympie DLBA

Gateway DLBA

Gold Coast Tweed DLBA

Leichhardt DLBA

Mackay DLBA

Moreton Bay DLBA

North Queensland DLBA

Port Curtis DLBA

Southern Downs DLBA

Sunshine Coast DLBA

Tropical Far North Queensland DLBA