

VARSITY DERBY LEAGUE

CONSTITUTION

PREAMBLE

Varsity Derby League (VDL) is a not-for-profit sporting club dedicated to promoting the sport of flat track roller derby. VDL supports, encourages and develops skaters in their skating ability, whilst promoting the values of goodwill and good sportsmanship. VDL strives for excellence in all aspects of roller derby, with an emphasis on fun, fitness and the promotion of a positive body image.

Varsity Derby League will foster positive relations with roller derby Leagues within Australia and internationally, and will utilise these relationships to improve and enhance the skills of the VDL skaters and to support the growth of roller derby both locally and internationally.

DEFINITIONS

Under this Constitution, unless the contrary intention appears:

“Annual General Meeting” (AGM) means the annual general meeting of requisite number of Members of the League

“Executive” means Executive Committee.

“Executive Member” means a member of the Executive Committee who holds the office of one of the following:

- President
- Vice President
- Secretary
- Treasurer
- Training Sub-Committee Representative

“Executive Meeting” means a meeting of the Executive Committee.

“Sub-Committee” means a committee formed by the League under Section 16 of this Constitution.

“Sub-Committee Member” means a member of a Sub-Committee established by the League in accordance with Section 16 of the Constitution.

“General Meeting” means a meeting of the requisite number of Members of the League.

“Ordinary General Meeting” means a General Meeting that happens three times a year, at dates to be determined by the executive committee.

“Special General Meeting” means any General Meeting aside from the Annual General meetings and Ordinary General Meetings.

“In writing” means any correspondence received by regular mail, email, Social Media or any other written form.

“League” means the Varsity Derby League;

“Member” means an ordinary financial member of the League.

“By Laws” refers to those documents referred to in Section 17.

“Junior Member” means an ordinary financial member of the league who is under the age of 18.

“Non-Skating Official” means any person undertaking an off-skates officials role in a game or scrimmage, as per the WFTDA rule-set.
In this Constitution, a day refers to a calendar day and a week refers to a calendar week.

A reference to the Constitution includes a reference to the By-Laws unless specified otherwise.

1. NAME

The name of the Club shall be the ‘Varsity Derby League’, hereinafter referred to as the ‘League’.

2. OBJECTS

The objects of the League are:

- (a) to encourage, foster, develop and extend the sport of flat track roller derby for the benefit of its Members;
- (b) to participate such activities as are deemed to be in the interests of the League; and
- (c) to co-operate with other persons or organizations of similar interest.

3. CONSTITUTION

- (a) The League will be conducted in accordance with this Constitution.
- (b) Any proposed changes to the Constitution shall be circulated to the members with a minimum of 21 days notice from the nominated meeting date, and require a three-quarters (3/4) majority vote at a General Meeting to pass. Other than the additional notice period, the General meeting shall be convened as per Section 15 of this Constitution.

- (c) Amendments take effect from the conclusion of the General Meeting at which they are adopted.

4. MEMBERSHIP

- (a) Membership is open to persons. Membership ceases if the person dies, resigns, or is expelled from the League, pursuant to the Expulsion by-laws.
- (b) Members under the age of 18 are Junior Members. Junior Members must have guardian's consent to become a Member of the league.
- (c) All Members can participate as players, referees, volunteers, officials and/or Non-Skating Officials.
- (d) All members are eligible to be trainers and coaches, with the exception of Junior Members.
- (e) Members who participate as players may train and compete in League-endorsed roller derby teams.
- (f) Each Member will pay a League fee to be determined from year to year, by the Annual General Meeting and payable to the Treasurer.
- (g) League fees are due and payable annually to the Treasurer on or by a date specified by the Executive.
- (h) Subject to an exception granted only in financial hardship by the Executive, failure to pay the annual fee by the date specified in Section 4(g) will result in the Member being automatically suspended from participating in all activities under the control of the League until the fee is paid.
- (i) Membership is not transferable.
- (j) The League Secretary must maintain a register of members of the League specifying the name and contact details of each Member together with the date on which the person became a Member.

5. THE EXECUTIVE COMMITTEE

- (a) The Executive Committee (the Executive) shall consist of President, Vice President, Secretary, Treasurer, and a Training Sub-Committee Representative.
- (b) Members of the League are eligible for election to the Executive. Junior Members are not eligible to have a role on the Executive Committee.
- (c) If a Training Sub-Committee exists, then only members of this Sub-Committee are eligible to be nominated to the position of Training Sub-Committee Representative.

- (d) The Executive Members shall be elected at the Annual General Meeting of the League, or as provided under Sub-Section (f) of this Section, and will hold office until the conclusion of next Annual General Meeting. A person may be nominated for the Executive in absentia provided the nominee has provided the Executive with a written statement indicating willingness to stand for election. If a member wishes to make an in-absentia nomination, that nomination must be provided in writing to the Executive.
- (e) Each Executive Member is, subject to this Constitution, to hold office for one year, or until the next Annual General Meeting following their appointment, whichever occurs sooner.
- (f) An Executive Member shall vacate their office if they:
 - i. cease to be a member of the League;
 - ii. are absent without leave from any two consecutive Executive meetings;
 - iii. tender their resignation; or
 - iv. lose the support of the League through a vote of No Confidence, as per Section 5 (i).
- (g) If any position on the Executive becomes vacant the Executive must immediately notify the League and open nominations for the position, to be elected at the next General Meeting. The Executive may appoint any Member of the League to fill such vacancy until the next General Meeting.
- (h) The quorum at a meeting of the Executive will be more than half of the Executive Members.
- (i) Any Member may move a motion of no confidence in the Executive through a General Meeting. To be valid, a motion of no confidence must include nominations of one or more Members to fill the Executive Member position(s). If passed by a 2/3 majority of the General Meeting, a motion of no confidence immediately causes the following, in order:
 - i. all current Executive Member positions are declared vacant;
 - ii. the nominee(s) identified in the motion is/are appointed into the relevant Executive Member position(s); and then
 - iii. the new Executive must call for nominations for all Executive Member positions (including their own) to be elected at the next General Meeting.

6. ELECTIONS

- (a) Elections for the Executive Member positions shall be held every year at the Annual General Meeting, or at the first General Meeting following a vacancy (for that vacancy only).
- (b) For any election, the Executive shall appoint a Returning Officer.
- (c) The Returning Officer will notify the League which positions are vacant and will open nominations at least 21 days before the meeting.

- (d) Any Member, with the exception of Junior Members, may nominate for a position on the Executive, subject to this Constitution. Nominations can either be made in writing to the Returning Officer, or announced from the floor of the meeting at the time of the ballot.
- (e) Where there is more than one nomination for a position, an election by secret ballot will be held at the meeting.
- (f) Unless otherwise agreed by the General Meeting, elections shall be by optional preferential ballot.
- (g) Proxy voting is not permitted.
- (h) Counting of ballots will occur and results will be announced at that General Meeting. Where two candidates cannot be separated by a ballot, the chairperson will flip a coin to determine which of the two candidates is appointed.

7. FINANCIAL YEAR

- (a) The Varsity Derby League's financial year ends on 30 June each year.

8. DUTIES OF THE PRESIDENT

The President will:

- (a) look after the interests of the League, including cultivating a positive culture, and offering vision and direction;
- (b) preserve order, structure and frameworks for the League to function smoothly;
- (c) act as chairperson, or instruct the Secretary to act as the chairperson, at all General Meetings of the League and the Executive;
- (d) sign all documents which require their signature as official head of the League; and
- (e) represent the League and liaise with other Leagues and organizations as the official head of the League.

9. DUTIES OF THE VICE-PRESIDENT

The Vice-President will:

- (a) assist the President as appropriate or delegated, including acting in the capacity of the President, in the event that the President is unable to do so;
- (b) take minutes of meetings of the Executive, in the event that the Secretary is unable to do so;
- (c) create and manage the agenda for the Executive meetings in consultation with the President and other Executive Members;

- (d) propose and manage the significant dates for the upcoming year of the League as well as managing the online and public calendar for the League;
- (e) liaise with other Executive Members, Sub-Committee Members and League Members on a regular basis to ensure that the League's direction is communicated and that appropriate feedback reaches the Executive; and
- (f) assist, give direction and display leadership where required to other Executive Members and Sub-Committee Members on a range of issue in the best interest of the League, the Members and the Constitution.

10. DUTIES OF THE SECRETARY

The Secretary will:

- (a) monitor the League email account and respond to all emails appropriately, within five (5) days;
- (b) manage the mailing list;
- (c) take minutes at Executive Meetings and have a draft available for review and endorsement by the Executive Members within five (5) days of the meeting;
- (d) make cleared minutes available to the League upon endorsement by the Executive within 24 hours of endorsement;
- (e) develop and circulate explanatory documents as required by the Executive;
- (f) make By-Laws available to the League with seven (7) days of establishment or change of the By-Laws, and on demand by Members; and
- (g) hold the League files including, but not limited to, the annual financial statements.

11. DUTIES OF THE TREASURER

The Treasurer will:

- (a) keep a correct account of all money received and paid by the League;
- (b) under no consideration pay, lend or otherwise appropriate any of the funds of the League to any persons, purpose or cause whatsoever save when authorised by a General Meeting of the Club or by the Executive;
- (c) after authorisation of payments by a General Meeting or the Executive, appropriate League funds for the purpose as agreed by a General Meeting of the Club or the Executive;

- (d) ensure that all monies received on behalf of the League are correctly accounted for and, as soon as practicable after receipt, deposited into the League's bank account, and have charge of the Statements of Accounts of the League;
- (e) present to the Executive biannually a statement of the League's finances and of the income and expenditure of the preceding semester;
- (f) prepare and have presented at the Annual General Meeting a statement of Receipts and Expenditure, a Balance Sheet and a Financial Report for the preceding year, to a standard acceptable to the League, and ensure that all accounts are an accurate record kept to a standard acceptable to the League;
- (g) maintain custody of all books, records and documentation pertaining to finances; and
- (h) arrange for the accounts to be audited at the end of each financial year. Following the annual audit, provide a copy of the financial documents to the Secretary for filing and holding for seven (7) years. In the event the Treasurer steps down, does not re-elect or is dismissed, all books, records, electronic files and documentation will be passed to the Secretary until the role of Treasurer is reappointed.

12. DUTIES OF THE TRAINING SUB-COMMITTEE REPRESENTATIVE

The Training Sub-Committee Representative will:

- (a) represent the views of the Training Sub-Committee on the Executive;
- (b) express and foster the importance of training as a key tenant of the league, and have good understanding of the overall training structure of the league;
- (c) work with the Vice President to create calendar of League events, with special focus on events including but not limited to intraleague bouts, interleague bouts, and roller derby 'bootcamps'; and
- (d) create a training committee roster and present it to the Executive.

13. DUTIES OF MEMBERS

The Members will:

- (a) abide by the Constitution and By-Laws of the League where reasonable;
- (b) promptly pay League fees and charges, including maintenance of relevant personal insurance;
- (c) conduct their activities in such a manner as to not expose other Members League to any additional danger or undue risk; and
- (d) adhere to any Code of Conduct endorsed by the Executive.

14. POWERS OF THE EXECUTIVE

The Executive will have the power, subject to any direction by a General Meeting of the League, to:

- (a) direct the Treasurer to pay the charges and expenses incidental to the conduct and management of the League;
- (b) generally manage the affairs of the League so as to carry out its objects;
- (c) arrange the Agenda for any General Meeting of the League;
- (d) set up Sub-Committees as necessary to address or report on such matters as may be referred to them by the Executive, subject to Section 16;
- (e) interpret any question arising out of the Constitution;
- (f) authorise the Secretary to apply for an Annual Grant, or any special grant, in accordance with relevant grant authorities;
- (g) charge a fee for use of League equipment, admission to any function, or for any League activity;
- (h) implement and interpret League By-Laws. The Executive may delegate the responsibility for implementing individual By-Laws to a Sub-Committee with the agreement of that Sub-Committee;
- (i) transact, or report on any business referred to it by any General Meeting of the League;
- (j) suspend or terminate from membership of the League any Member failing to comply with the requirements of Section 13 of this Constitution.

15. GENERAL MEETINGS

- (a) The General Meeting of the League shall be the controlling body of the League and its decisions may only be overturned at a subsequent General Meeting.
- (b) The Annual General Meeting of the League shall be held towards the end of the financial year and in good time for a new Executive to be elected with appropriate hand over, and in preparation for the League to be audited.
- (c) Ordinary General Meetings of the League shall be held three times a year: once in early January, once in late March, and once in late September.
- (d) A Special General Meeting may also be called at any time in accordance with 15(e).
- (e) A General Meetings shall be convened:

- i. by the Secretary or President at the direction of the President or the Executive; or
 - ii. by the Secretary or the President within four (4) weeks following a written request of no less than five (5) Members for a General Meeting to be called.
- (f) The time and place of every General Meeting of the League shall be given at least fourteen (14) days prior to the day appointed for the meeting. The Secretary shall inform all Members in writing of the Agenda for the meeting at least four (4) days prior to the day appointed for the meeting in writing, and shall circulate to Members all relevant documentation at this time also.
- (g) Notices of motion for any General Meeting can be put forward by any Member. Motions shall be made in writing and given to the Secretary at least eight (8) days prior to the day appointed for the meeting.
- (h) The Chairperson shall not move motions and shall have a casting vote only.
- (i) A quorum at a General Meeting of the League shall be fourteen (14) members, or 30 percent of the financial membership, whichever is lower.

Procedure

- (j) If within an hour after the appointed time for the commencement of a General Meeting a quorum is not present, the meeting shall be dissolved, and be immediately recalled for between two (2) and three (3) weeks later.
- (k) On any motion tabled at a General Meeting of the League, each Member has one vote only.
- (l) Proxy voting is not permitted. All votes must be cast in person.
- (m) Voting at General Meetings shall be by show of hands unless a secret ballot is demanded.
- (n) All decisions at General Meetings shall be made by a simple majority vote unless specified by this Constitution. In the event of an equality of votes on a decision at a General Meeting, the chairperson of the meeting must exercise a casting vote.

16. SUB-COMMITTEES

- (a) The League may, at the time of a General Meeting, establish Sub-Committees to undertake activities pertaining to the League. At the time of establishment, Sub-Committees are to be assigned:
 - i. standing powers, duties and responsibilities; and
 - ii. a minimum membership.
- (b) Sub-Committees must seek approval of the League to continue at the time of each Annual General Meeting.

- (c) If a Sub-Committee is below its minimum membership at any point in time (including at establishment), the Executive will appoint consenting Members to fill the minimum membership requirement.
- (d) Sub-Committee membership appointments and terminations shall be made by that Sub-Committee, independent of other Sub-Committees and the Executive, subject to 16(e) and that:
 - i. all Sub-Committee Members must be Members of the League;
 - ii. League Members may not serve on more than two Sub-Committee at any one time; and
 - iii. Junior Members are not eligible for roles in league committees.
- (e) Individuals will leave a Sub-Committee when:
 - i. the Member resigns from the Sub-Committee;
 - ii. the person ceases to be a Member of VDL;
 - iii. the Member is elected or appointed to the Executive, except for a Training Sub-Committee Member appointed as the Training Sub-Committee Representative;
 - iv. the Member is removed from the Sub-Committee by a decision of the Executive under the advice of the Sub-Committee; or
 - v. where the Member is the Sub-Committee Representative, is removed from the Sub-Committee by a decision by the Executive that the Sub-Committee is failing to meet its powers, duties or responsibilities.
- (f) Each Sub-Committee will appoint one of its Sub-Committee Members to be the Sub-Committee Representative of that Sub-Committee. Each Sub-Committee Representative is accountable to the Executive for ensuring that the Representative's Sub-Committee fulfills its powers, duties and responsibilities. In undertaking this role, the Sub-Committee Representative is responsible for:
 - i. Arranging for a Sub-Committee Member to provide the Executive with regular reports on Sub-Committee activities;
 - ii. Seeking from the Executive any decisions or funding required to undertake the powers, duties and responsibilities of the Sub-Committee.
- (g) The Executive may, with the agreement of the Sub-Committee concerned, vary the powers, duties, responsibilities and maximum and minimum membership requirements of that Sub-Committee.

17. BY-LAWS

- (a) The League may, from time to time, put in place By-Laws to give substance to League policies. A By-Law may take the form of guiding principles, binding rules or another other form, as specified in the By-Law.

- (b) Any Member may propose a new By-Law by submitting the proposed By-Law in writing to the Secretary at least eight (8) days before the next General Meeting.
 - i. The Secretary will circulate to all Members all proposed By-Laws received since the previous General Meeting no less than four (4) days prior to a General Meeting.
 - ii. These proposed By-Laws will be voted on at this General Meeting. If passed, a By-Law is effective from the end of the General Meeting.
- (c) By-Laws can be suspended, repealed, or amended by a successful motion from the floor at any General Meeting. These changes are effective as at the end of that General Meeting.
- (d) In addition to the process outlined in 17(a), 17(b) and 17(c), the Executive may at any time may suspend an existing By-Law in part or in full until the following General Meeting, or establish a new By-Law. If the Executive suspends or establishes a By-Law in this manner, they will inform the all Members of the By-Law as soon as is practicable.
- (e) The Executive is responsible for the implementation of By-Laws. The Executive may delegate responsibility for implementation of a By-Law to a Sub-Committee with the agreement of that Sub-Committee.
- (f) Where a By-Law conflicts with this Constitution, the Constitution prevails. Where a By-Law conflicts with another By-Law, or is unclear, the Executive shall decide how to interpret the By-Law(s).
- (g) Prior to each Annual General Meeting, the Executive will review current By-Laws. At each Annual General Meeting, the Executive shall make recommendations as necessary to repeal, or amendment the Constitution and By-Laws.

18. DISPUTE RESOLUTION

- (a) The Executive will take steps to ensure that the League has at all times grievance and dispute resolution policies, including, but not limited to, establishing and maintaining Sub-Committees and/or By-Law(s) as appropriate.
- (b) All resolution processes will focus on restoring a positive relationship between the parties.

19. DISSOLUTION

- (a) The League may be dissolved only by a special resolution at a General Meeting called for the purpose of voting on the resolution. The motion to dissolve will be successful if approved by three quarters (3/4) of the members present the General

Meeting. Notice of such meetings shall be distributed to all Members at least three (3) weeks before the meeting and shall include notice of motion to dissolve the League.

- (b) Any League assets will be donated to a local charity. Members are not financially individually liable for any charges or expenses associated with dissolving the League.

20. CONSTITUTION

The Constitution shall be available on the League website.

*Adopted at a General Meeting of the Club held on Sunday August 7, 2011.
Last Amended at the Annual General Meeting held on 12 July 2018.*