

WEST COAST MENS DART ASSOCIATION INCORPORATED CONSTITUTION (NOVEMBER 2021)

1. Introduction

- (a) The Association shall be called the WEST COAST MENS DART ASSOCIATION INCORPORATED, herein referred to as WCMDA.
- (b) The WCMDA is a Not-for-Profit organisation.

2. Membership: The WCMDA consists of the financial members of the affiliated clubs that participate in competitions. Clubs pay membership fees approved by the WCMDA and players completing registration forms become members. Other classes of membership are listed below:

- (a) Registered players over the aged 18 years.
- (b) Registered players 14 - 17 years under strict parent/guardianship supervision with venue approval. These players are ineligible to vote.
- (c) Life Members.
- (d) Club Committee representatives and delegates nominated prior to the commencement of each season.
- (e) Non-affiliated persons appointed by the General Committee to fill a maximum of 2 vacancies only of the committee.

3. Period of Membership

- (a) Memberships commence from the time relevant documentation is lodged and approved by the committee and lasts for a year or part thereof until registration / documentation is lodged the following year for the Winter Season.
- (b) A person ceases to be a member when the following occurs:
 - 1) A member who is an individual dies.
 - 2) The person resigns from the WCMDA.
 - 3) The person is expelled from the WCMDA.
 - 4) The club for which a person is a member ceases to exist or withdraws from the WCMDA.
- (c) All resignations become effective when they are received by the WCMDA in writing and accepted by the General Committee or the President.
- (d) The register of members is maintained by the Recorder from registrations and other documentation received.

4. The Association is formed for the purpose to foster the game of darts within the said Association and improve it as a sport.

- (a) To establish a code of rules to govern the different games played on dartboards.
- (b) To arrange and carry out tournaments and championships in connection with such games.
- (c) The selection of all WCMDA teams for any championships.
- (d) The consideration and decision of all disputes and matters in which the association or any clubs thereof affiliated with the Association or any players that shall be concerned in any matter whatsoever.
- (e) The infliction of any of the penalties provided in these rules or in the rules of the game.
- (f) And doing of all the acts and deeds which it may consider conducive to its interests or in the interest of the game of darts.

5. The office or offices of the Association shall be in such place as the committee shall from time to time determine.

GENERAL COMMITTEE

6. The affairs of the Association are to be handled by a general committee comprising of the following:

- President
- Vice-President
- Secretary
- Registrar/Recorder
- six committee persons

to be called for by written nominations. Such nominations to be in the hands of the Secretary at least 14 days prior to the first delegates meeting. All positions to be advertised in the official organ of the WCMDA.

7. The General Committee shall be elected as follows:

- (a) The General Committee shall be elected for a two-year period at the Annual General Meeting, which is to be held no later than the last day of November. No person shall be elected to the general committee unless they were affiliated with this Association for the previous 12 months. No Club shall have more than four (4) representatives on the committee at any one time.
- (b) Each ordinary member present at the meeting may vote for one member who has nominated for the position.
- (c) A member who has nominated for the position may vote for himself or herself.
- (d) The WCMDA General Committee may appoint non-affiliated persons to fill a maximum of two (2) vacancies only on the Committee.
- (e) The Committee may appoint an eligible member of the WCMDA as required to fill casual vacancies.
- (f) No person shall be elected to more than one (1) position on the Committee. The WCMDA Committee may appoint an existing Committee member to a second position only if that position is not filled at the AGM.
- (g) 50% of the General Committee only will nominate on alternate years to ensure that the General Committee has a mixture of both old and new members.

8. The General Committee shall have the power to:

- (a) Decline the nominations of any person or club as a member.
- (b) Decline to accept the renewal of the subscription of any person or Club and those persons or Clubs shall cease to be a member. The person or Club shall have the right of appeal.
- (c) The committee shall do all in its power to stop gambling on any game or match.
- (d) The granting or refusal of a transfer to any player when such a transfer is necessary.
- (e) Hear and determine any questions relating to the right of qualification of any player to play with any particular club.
- (f) Arrange the program of all the matches to be played under the control of the Association and to allocate venues for such matches.
- (g) Determine the playing rules of the WCMDA.

9. The General Committee shall meet at the discretion of the Association President, six (6) to form a quorum.

- (a) General Committee, Delegates Committee and the Annual General Meeting are scheduled at the beginning of each calendar year and distributed to all committee members and clubs.
- (b) General Committee Meetings are held monthly but suspended during the off-season.

PROTESTS & DISPUTES COMMITTEE

10. Protests & Disputes Committee shall consist of the President and Secretary (no vote) of the Association and four (4) neutral committee members as designated by the general committee.

The Protests and Disputes Committee shall exercise the following functions:

- (a) Hear and determine all protests, disputes, expulsions, disqualifications, and charges against players, officials and clubs.
- (b) Hear and determine all such matters, which the general committee may from time to time refer to the above committee.
- (c) Impose such fines and disqualifications and inflict such fines and other penalties as the General Committee think fit in the case brought before this Committee under paragraph (a) above.
- (d) Re-open and re-hear any case previously dealt with if the General Committee in its discretion shall consider such a re-hearing to be justified. Every decision of the Committee shall be reported to the WCMDA General Committee for endorsement and shall be without comment. The Secretary shall keep a record of same.
- (e) All protests to be clearly written and signed by any two (2) players and the club secretary of the opposing club lodging the protest and shall be in the hands of the WCMDA secretary with seven (7) days.
- (f) Give each party, or the party's representative, a reasonable opportunity to make written or oral (or both written and oral) submissions to the committee about the dispute and give due consideration to any submissions received.

DUTIES OF OFFICERS

11. The duties of the officers shall be as follows:

- (a) **President:** The President shall preside at all meetings of the Association and all other meetings that require his presence and he shall see that the business is conducted in a proper manner. He may, at his discretion, and shall, at the requisition of six members of the General Committee, call special meetings of the General Committee and generally ensure the well-being and objectives of the Association. In case at any time of equality of votes he shall be given a casting vote.
- (b) **Vice-President:** Shall assist the President in every manner possible and in the absence of the President from any meeting, the Vice-President shall preside and conduct the business and in the case of equality in voting he shall have a casting vote only.
- (c) **Treasurer:** The Treasurer shall keep a correct account of all monies received and expended and pay all monies belonging to the Association into such bank as shall be approved by the General Committee within eight (8) days after receiving same. The Treasurer shall balance the books prior to the annual audit or whenever required to do so by the General Committee.

The Treasurer shall prepare and submit to the Auditors a cash statement for presentation to the meeting of the General Committee when called upon to do so and furnish entries or periodical statements whenever required to do so. The Treasurer shall in conjunction with the President or nominee, sign all cheques and take receipts for all payments made by the Treasurer.

The financial records and the financial statements and financial reports of the WCMDA are kept and maintained by the Treasurer.

- (d) **Secretary:** The Secretary shall attend all meetings and take minutes of the same, receive all correspondence and answer such questions as may be asked in accordance with these rules and any other duties as deemed by the General Committee. The minimal standards and recording requirements are:
- 1) The names of the committee members present at the meeting.
 - 2) The names of any person attending the meeting.
 - 3) The business considered at the meeting.
 - 4) Any motion on which a vote is taken at the meeting and the result of the vote.

The books and any securities of the WCMDA must be kept in the secretary's custody and control.

- (e) **Registrar:** The Registrar shall perform the following duties:
- 1) Keep complete accurate records of all the matches conducted under the jurisdiction of the association.
 - 2) Keep complete accurate records of the games, scores and premierships positions of the various teams of each affiliated club.
 - 3) Keep an accurate personal record of each player, including his (her) surname, given names and address.
 - 4) Ensure that all players taking part in a match is properly registered with the Association.
 - 5) Provide each club with weekly premierships points chart for all Divisions.
- (f) Honorariums may only be paid to WCMDA appointed committee persons.
- 1) All honorariums must be reviewed at the AGM.
 - 2) Honorariums are paid in connection with the WCMDA business. They are paid in recognition of the services provided to the WCMDA.
 - 3) These payments do not apply at market rates.
- (g) Members may inspect the records of the WCMDA via the Secretary. Copies of documents may be made but the member does not have the right to remove the originals.

FUNDS OF THE ASSOCIATION

12. The Financial Year shall be from 1 November to 31 October.

- (a) The General Committee shall deal with the funds of the Association. All cheques on the Association Banking Account to be signed by two of the following: the President, the Secretary or the Treasurer.
- (b) All monies of the Association shall be paid into the account of the Association at such Bank as the Committee may from time to time direct.
- (c) No cheque shall be signed or money withdrawn unless such withdrawal has been approved by the Committee, or in the case of urgency, by the President and the Secretary.
- (d) No alteration, rescission or addition shall be made to these rules unless notice is given to the Secretary in writing 14 days before a Delegates' Meeting. Copy of such notice to be forwarded to club secretaries by the Association Secretary in order that full consideration may be given to such alteration, rescission or addition before confirmation or subsequent Delegates' Meeting especially convened for this purpose. When such meetings are called the alteration, rescission or addition shall be put to the Delegates present in the form of a motion, the Delegates present will then vote

For or Against such a motion, the General Committee will then act in accordance with the majority vote.

- (e) The property assets and income of the Association, wherever derived, shall be applied towards the promotion of the objectives of the Association, and no portion thereof shall be paid or transferred either directly or indirectly by way of dividend, bonus or otherwise by way of profit to members generally of the Association. Provided that nothing herein contained shall prevent the payment in good faith of remuneration to any officers or servants of the association or any member in return for services actually rendered, nor prevent the payment of interest or money borrowed from any member of the association. Should the association for any reason whatsoever cease to function, any member or person holding any association monies or properly shall forthwith pay the same to the Committee.
- (f) The association may be dissolved or wound up by a special resolution at any special general meeting called for such purpose. If upon the dissolution or winding up of the association there remained, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to, transferred or distributed amongst the members of the association. It shall be given to some other association, institution or body having objects similar wholly or in part to the objects of the association, provided that the association, institution or body shall prohibit the distribution of its income and property among its members, or it shall be paid to or transferred to some charitable object, which association, institution, body or object shall be determined by the members of the association at or before the time of dissolution or winding up. In default of any such resolution a judge of the District Court shall determine such payment, transfer or distribution.
- (g) The Association is not permitted to lend any Association funds to any person or body.

AUDITOR'S REPORT

13. An Auditor's Report is to be submitted to clubs of the Association at the Annual General Meeting.

- (a) The books and accounts of the Association shall be audited annually by an Auditor or Auditors appointed at the last Delegates' Meeting of the year.
- (b) The Auditors or Auditor shall check all dividend statements, examine all books, accounts, receipts and other financial records of the Association for the year following the committee's election and compare the same with the Balance Sheet. Such audit shall be made no later than 31 October in each year. The Auditor or Auditors shall prepare a report as to the financial position of the Association for the Annual General Meeting of Delegates. The Auditor or Auditors finding any deficiency in monies or goods shall report the matter immediately to the General Committee.

DELEGATES

14. Save and except as in these rules otherwise provided, every club admitted to the Association shall appoint one (1) delegate annually. Such delegate shall hold office for one (1) year. Name and address of delegate to be sent to the Association Secretary fourteen (14) days before the first Delegates' Meeting of the year. Any club not represented at a Delegates' Meeting will be fined a fee to be determined by the General Committee. Such fine to be paid within twenty-eight (28) days of notification of such fine. No apologies, written or verbal, will be accepted unless in extenuating circumstances and the case to be put before the General Committee.

PROXY DELEGATE

15. Every club shall appoint one (1) Proxy Delegate who shall take the place of the Delegate of their own club in the absence of the latter from any meeting of the Association.
 - (a) A club may at any time appoint another Delegate or Proxy Delegate in place of one who has resigned or otherwise vacated their office.
 - (b) An adjourned meeting shall be deemed to be another meeting when recording the attendance of Delegates.

MEETING OF COMMITTEES

16. The General Committee shall meet when required or as provided in rule (7). Any Committee-person being absent from two (2) consecutive or three (3) in one-year meetings, without consent of their Committee, shall have their seat declared vacant. They shall not be eligible for re-nomination for two (2) years.

MEETING OF DELEGATES

17. A Delegates' Meeting shall be held on the 3rd (third) Wednesday of each calendar month, unless such date is deemed a public holiday, whereas such meeting will be held on the 4th (fourth) Wednesday of that month.

To constitute a meeting a quorum of two thirds (2/3) of affiliated Club Delegates must be in attendance. Delegate's Meetings will commence at 7.30 pm sharp at a venue designated by the General Committee.
18. An Annual General Meeting will be held each year at the closure of the Financial Year in October as follows:
 - (a) It will be held on the third Wednesday of November each year but in exceptional circumstances must be held within 6 months following the end of the WCMDA Financial Year.
 - (b) Representatives from two thirds of affiliated clubs must be present. All WCMDA members 18 years of age and over are eligible to attend and vote.
19. A Special General Meeting may be called by the Committee to meet urgent requirements and to amend the constitution outside of the AGM process.
 - (a) It must be called if 20% of the membership require it.
 - (b) Members must make the requirement to the Secretary and state the business to be considered.
 - (c) Each member making the submission must sign it.
 - (d) The Special General Meeting must be convened within 28 days.
 - (e) A Special General Meeting may replace a Delegates Meeting.
 - (f) Representatives from two thirds of affiliated clubs must be present.
 - (g) All WCMDA members 18 years of age and over are eligible to attend and vote.
 - (h) Notices of the meeting and notices of motion must be circulated to all clubs at least 14 days prior to the meeting occurring.

ORDER OF BUSINESS

20. the order of Business for various meetings is:

(a) At the Annual General Meeting the order of business shall be as follows:

1. MINUTES
2. REPORTS
3. CORRESPONDENCE
4. TREASURER'S REPORT
5. AUDITOR'S REPORT
6. ELECTION OF OFFICERS
7. MOTIONS ON NOTICE
8. GENERAL BUSINESS
9. NOTICE OF MOTION

(b) At the General Committee and Delegates Meetings and any other special meetings called by the President the order of business shall be as follows:

1. MINUTES
2. CORRESPONDENCE
3. TREASURER'S REPORT
4. ACCOUNTS PAYABLE
5. REPORTS
6. GENERAL BUSINESS

(c) At the Special General Meetings the order of business will be as follows:

- 1) MINUTES
- 2) CORRESPONDENCE
- 3) MOTIONS ON NOTICE
- 4) BUSINESS TO BE DISCUSSED.
- 5) NOTICE OF MOTION

STANDING ORDERS

(d) So as to maintain good order and to facilitate the business at all meetings, the following rules shall be observed:

1. Any club giving notice of motion shall give in hand a copy thereof to the Secretary of the Association at least one (1) calendar month before the meeting at which it is intended such motions shall be moved.
2. No motion entered on the notice paper shall be proceeded with unless the member who has given such notice or some person authorised by them be present when the business is called in order. Notices not so proceeded with shall be struck out.
3. Any motion not seconded shall not be further debated, but shall lapse.
4. As soon as a debate on a question is concluded the Chairperson shall put the question to the meeting in a distinct and audible manner.
5. The question being put shall be resolved in the affirmative or negative on the voices, but if so required by two or more members, a division shall decide the questions.

6. Leaving out, substituting or adding words may amend a motion having been proposed and such amendments shall be resolved by a majority vote.
 7. When an amendment is declared and carried it shall take the place of the original motion.
 8. If any case should arise not provided for in these Standing Orders, the same shall be decided in accordance with the Standing Orders in practice in the legislature of the State.
- (e) It shall be lawful for a majority of the members present at any meeting to suspend any standing orders.

ORDER OF DEBATE

- (f) Any member desiring to propose a motion or amendment or to discuss any matter under consideration must rise and address the Chairperson. No member when speaking shall be interrupted unless they have been called to order then they shall sit down and the member so calling shall be heard in preference to any other speaker, and the Chairperson shall then decide without discussion upon the point of order before the subject is resumed or any other subject entered upon. No member may speak on any motion after the same has been put by the Chairperson and has been voted upon. When two or more members rise to speak, the Chairperson shall call upon the member deemed first to rise. The mover and seconder, except a second pro-forma, of any motion or amendment shall be held to have spoken to the same. In the discussion no member shall be allowed to speak more than once except strictly in explanation, except the mover of the original motion, which shall have the right to reply. A member when speaking must confine their remarks to the subject under debate and avoid personality. They shall not use any discourteous language or reflect on any member whilst in debate. Any member feeling dissatisfied with the decision of the Chairperson on any point of order may appeal to the members present provided the appeal is seconded. In cases of appeals from the Chairperson a temporary Chairperson shall be appointed and the question shall be as follows: "Shall the decision of the Chairperson stand as the judgement of the meeting?" and this question shall be decided without debate.
- (g) If after two speakers have spoken successively on the same side of a question, no speaker follows on the other side, the Chairperson shall submit the motion or amendment to the meeting after affording the mover the right to reply.
- (h) No motion that "The question be not put" shall be entertained at any meeting.
- (i) Unless a motion is carried to the contrary, reports and correspondence shall be taken as "received" immediately upon being read.

RESCISSION OF RESOLUTION

21. No resolution shall be rescinded except at a meeting after notice of motion shall have been given at least twenty-eight (28) days prior to such meeting and a majority at a Delegates' Meeting must carry the motion for such rescission.

SUBSCRIPTIONS

22. All annual fees of the Association shall be recommended and voted on at the Annual General Meeting.

REGISTRATIONS

23. Registrations

- a. Any registered player who has, or is playing competition darts with any other darts club affiliated with the WCMDA will not be allowed to register with the WCMDA unless such player has an official Association Transfer from the club last registered with. The WCMDA Recorder must receive the signed transfer 24 hours prior to the transferred playing being allowed to play for the new club.
- b. If any player in a club shall play or attempt to play with another club without first having obtained a clearance allowing him to do so, such-player shall be liable to disqualification by the General Committee until cleared.
- c. No club may have more than two (2) players from other affiliated Associations in any one team.
- d. Any club playing an ineligible player or players shall forfeit all points of that game or matches and whatever other penalty imposed by the General Committee.

ASSOCIATION TRANSFERS AND DFA INTER ASSOCIATION TRANSFERS

24. Transfers:

- a. The Secretary of the Association and previous Club Secretary or President shall sign all applications for transfers.
- b. No Association transfer will be granted between 30 June and the end of the current Winter Competitions, including Finals. Correctly completed transfer forms must be received by the Association Secretary on or before 4.00 p.m. on 30 June of the current year.
- c. No player shall be granted more than 2 (two) Association transfers in each season.
- d. DFA (Interstate) transfers to be a letter of confirmation to be signed by old Club Secretary and old Association Secretary.

DEFAULTING PLAYERS

25. The Secretary of every club shall send to the Secretary of the Association the name of any player of the club or Association who is in default by reason of a breach of the rules of such Club together with the particulars of the default of the rule infringed, within fourteen (14) days after such default has been committed. The Secretary of their club shall give notice in writing to such player, of their intention to do so.

DISQUALIFICATION

26. Should any club player misconduct themselves or commit any offence against the laws of the game, they shall be dealt with by the General Committee.
27. Any player who is reported by their club to the Secretary of the Association as a defaulter under Rule 21 hereof shall be disqualified from playing in any Association game until their club has reported to the Association Secretary that such player has made good the default or until such player has appealed to the Protests and Disputes Committee against the charge of default made against them by the club or such appeal has been allowed.
28. If any club affiliated with the WCMDA shall include or suffer to be included in any team, any player who has been disqualified under their rules such club shall be liable to suspension or expulsion or to any other penalty, which the General Committee may think fit to order.

29. Any club within the Association which shall fail to report any player who is in default under the rules of the Association and still plays such player before the default has been made good shall be liable to disqualification or such other penalty as the General Committee may think fit to order.
30. All players registered with the Association shall at all times abide by the Competition Rules applying to the game of darts and any player breaking these rules shall be dealt with by the General Committee.

AFFILIATION

31. Any dart club within the area of the WCMDA, which shall desire to affiliate with the WCMDA, shall make application to the Secretary of the Association together with a fee as recommended by the General Committee and voted on at a General Meeting.
32. Any such application shall be made in writing signed by the Secretary of the club and shall contain the following particulars:
 - a. The name of the club.
 - b. The number of teams in such club.
 - c. Such other information as the General Committee requires.
33. Written Applications
 - (a) All clubs applying for affiliation must make application in writing by a date fixed by the General Committee.
 - (b) Such application shall be dealt with by the General Committee and if affiliation is granted the said club shall be bound by and complies with these rules.
 - (c) Any new club applying for affiliation under these rules must pay a bond per team. Such bond to be decided by the General Committee.

SEAL

34. The Association shall have a Common Seal and the Committee shall provide for the safe custody thereof and the same shall never be used except with the authority of the Committee previously given and in the presence of at least two (2) of the persons authorised by the Committee to use the Seal for the purpose of Section 65 of the Associations' Incorporation Act 2015, who shall sign the instrument to which the Seal is affixed and every such instrument shall be countersigned by the President or some other person appointed by the Committee.

LIFE MEMBERS

35. All recommendations for WCMDA Life Membership shall be approved by the presiding General Committee at the last General Committee Meeting before election of officers.

PAYMENT OF FINES

36. Payment of Fines
 - (d) The Association Secretary/Treasurer shall forward accounts at each monthly Delegates' Meeting to all clubs or at such time as the Secretary/Treasurer should deem fit and these accounts must be paid to the Association by the following Delegates meeting or when the Secretary/Treasurer should decide. A fine of 10% of the amount outstanding will be charged to all overdue accounts. If any club fails to comply with this rule, Club or Player is liable for disqualification or such penalties as the Committee may impose.

- (e) All Club fees must be paid to the Treasurer 24 hours prior to any FINAL before any Club/Team or Player is eligible to play.

POINTS NOT COVERED BY THESE RULES

- 37. Any point not covered under this Constitution shall be referred to the General Committee whose decision shall be final, subject only to the right of appeal to Protests and Disputes Committee.