

**LITHGOW DISTRICT
FOOTBALL
ASSOCIATION INC.**



CONSTITUTION

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PART 1 – PRELIMINARY

1. Name of Association

The name of the association is *Lithgow District Football Inc.* (“the Association”).

2. Definitions

Definitions shall be as provided in the Association’s By-Laws.

3. Objectives of the Association

The objectives of the Association are: To promote, encourage, and administer the game of football in the Lithgow District. To foster participation in both competitive and non-competitive football. To affiliate with Football NSW and comply with its directives and codes. To manage competitions, representative teams, and player development. To maintain effective governance and financial management.

4. Not-for-Profit Clause

The assets and income of the Association shall be applied solely to the promotion of its objectives. No portion shall be distributed directly or indirectly to the members except as bona fide compensation for services rendered or expenses incurred.

PART 2 – MEMBERSHIP

5. Membership Qualification

Membership shall be open to clubs and individuals meeting the criteria set by the Association and approved by the committee.

6. Membership Fees

Membership fees shall be determined by the committee and reviewed annually.

7. Cessation of Membership

Membership ceases when: The member resigns in writing - The member fails to pay fees within the prescribed time - The member is expelled under the disciplinary procedures

8. Register of Members

The Secretary shall maintain a register of members.

9. Members’ Liability

The liability of members is limited to \$1.00 in the event of the Association being wound up.

10. Resolution of Disputes

Disputes between members (including clubs) and/or the Association shall be handled by a grievance procedure detailed in the By-Laws.

11. Disciplining of Members

The committee may discipline members in accordance with procedures set out in the By Laws.

PART 3 – THE COMMITTEE

12. Powers of the Committee

The committee shall control and manage the affairs of the Association and may exercise all functions not required by law or this constitution to be exercised by a general meeting.

13. Composition of the Committee

The committee shall consist of: - President - Senior Vice President - Junior Vice President - Secretary - Treasurer - Up to 6 additional general committee members

14. Election of Committee Members

All positions shall be elected at the Annual General Meeting (AGM) in accordance with the By-Laws. A member must be affiliated with a member club to be eligible for nomination.

15. Casual Vacancies

Casual vacancies may be filled by resolution of the committee.

16. Removal of Committee Members

A committee member may be removed by special resolution passed at a general meeting.

17. Committee Meetings

Meetings shall be held as often as needed, with at least 3 per year. A quorum is half the number of committee members plus one. - The President (or Vice Presidents in order of availability) shall chair. Matters shall be decided by majority vote.

PART 4 – GENERAL MEETINGS

18. Annual General Meeting (AGM)

The AGM shall be held in February each year. Notice shall be given to members at least 21 days in advance.

19. Special General Meetings

A Special General Meeting may be convened by the committee or at the request of at least 3 member clubs.

20. Notice of Meetings

Written notice must be given at least 7 days before any general meeting, stating the business to be considered.

21. Quorum at General Meetings

The quorum is one-third of voting members entitled to attend.

22. Voting

Each member club shall be entitled to two votes at general meetings, cast by representatives nominated in writing prior to the meeting.

23. Postal and Proxy Voting

Postal and proxy voting are not permitted.

24. Special Resolutions

A special resolution must be passed by a three-quarters majority of members present at a general meeting.

PART 5 – MISCELLANEOUS

25. Funds – Source

Funds shall be derived from membership fees, registration fees, sponsorships, fundraising and other sources as determined by the committee.

26. Funds – Management

All funds must be deposited into an account in the Association's name. Payments require authorisation by any two of the three unrelated committee signatories.

27. Financial Year

The financial year of the Association shall commence on 1 October each year and conclude on 30 September the following year.

28. Common Seal

The Association may have a common seal which shall be kept securely and used only with the authority of the committee.

29. Custody of Books

The Secretary or other nominated officer shall keep all books, documents, and securities in accordance with relevant legislation.

30. Inspection of Books

Members may inspect records of the Association with reasonable notice, subject to privacy and confidentiality provisions.

31. Winding Up

In the event of winding up, surplus assets must be transferred to another not-for-profit organisation with similar objectives.

32. By-Laws

The committee may make, amend, or repeal by-laws for the proper administration of the Association. By-laws shall not be inconsistent with this Constitution or the Act.

33. Amendment of Constitution

This Constitution may only be amended by special resolution at a general meeting.

Adopted by special resolution on 3 March 2026

Signed: President - Shane Milne S.Milne / Secretary - Lorraine Keay L.Keay

Version: August 2025