

CRONULLA R S L SWIMMING CLUB.

CONSTITUTION **Amended September 2024**

DEFINITIONS

- * **Committee** refers to the duly elected members of the Cronulla RSL Swimming Club Management Committee.
- * **Club** refers to the Cronulla RSL Swimming Club.
- * **Parent Club** refers to the Cronulla RSL Memorial Club Limited.

1. NAME

The name of the Club shall be the Cronulla RSL Swimming Club and its mid-week swimming divisions the RSL Sharks and Gunnamatta Greys.

2. COLOURS AND INSIGNIA

The colours of the Club are blue, white and black and the Club's insignias are a shark and the rising sun of the RSL Memorial Club. They can be used singularly or jointly dependent on the situation.

3. OBJECTIVES

To provide a venue for members to engage in swimming competitions.
To promote swimming and social activities for the members and visitors.

4. MEMBERSHIP

- (a) A member must be a financial member of the Cronulla RSL Memorial Club Limited.
- (b) A member must be a financial member of the Cronulla RSL Swimming Club.
- (c) A person under the age of 18 is able to be a member of the Cronulla RSL Swimming Club provided a parent/guardian is a financial member of the Cronulla RSL Swimming Club.

5. LIFE MEMBERSHIP

Honorary Life Membership may be conferred on a financial member of the Club who has served on the Club's Executive Committee for a period of at least ten (10) years or who has made outstanding contributions to the welfare and organisation of the Club over a period of at least ten years. For the purpose of this clause service on the Club's Executive can be counted as outstanding contributions. The nomination of a member for Honorary Life Membership must be made by a financial member of the Club and supported by at least four (4) financial members of the Club.

Nominations for Honorary Life Membership must be submitted in confidence to the Management Committee for recommendation to the next Annual General Meeting. Voting on the nomination is to be by secret ballot and requires the support of 75% of the members present and voting at the meeting to be successful.

6. OFFICERS OF THE CLUB

The officers of the club shall consist of a Patron, President, Deputy President, Secretary, Honorary Treasurer, Captain, Vice Captain, Race Secretary, Assistant Race Secretary, Handicapper, Greys Captain, Sharks Captain, Relay Secretary, Assistant Relay Secretary, Social Secretary, Delegates, Publicity Officer, Registrar, Honorary Auditor and such other official positions as the Annual General Meeting determines.

7. MANAGEMENT

(a) General

The Club shall be managed by the 'Management Committee' which will be made up of the officers defined in Clause 6 with the exception of the Patron and the Honorary Auditor

(b) Executive

The Executive Committee shall consist of the President, Deputy President, Secretary, Treasurer and Captain.

(c) Election of Committee Members

- (1) The election of committee members shall be conducted at the Club's Annual General Meeting.
- (2) Nominations for positions on the Committee are to be made in writing by the Proposer and Seconder together with the written acceptance of the nominee and delivered to the Honorary Secretary seven (7) days prior to the date of the Annual General Meeting.

(d) Committee Vacancy

In the event of a Committee member vacating his or her position the Committee may,

- (1) appoint another member to that vacant position, or
- (2) leave the position vacant until the next Annual Meeting.

(e) Meetings

(1) Chairperson

The President, or in his or her absence, the Deputy President or Captain shall preside over a meeting. In their absence the members present shall elect a chairperson.

(2) Voting

Voting shall be a show of hands, or by ballot if the majority of members so request. A member shall have one vote only at any meeting. Proxies will NOT be accepted. Where there are an equal number of votes, the Chairperson has the casting vote.

(3) Notice of Motion

Any notice of motion including a notice to amend the Constitution or By Laws) must be submitted to the Secretary, in writing, at least twentyeight (28) days prior to the meeting at which the motion is to be proposed. The motion must be read to the meeting prior to any discussion.

(f) Minutes of Meeting

The minutes of each meeting shall be recorded and confirmed by the Chairperson at the next meeting.

(g) Meetings of the Committee

(1) Management Committee

(a) Incidence

The Committee shall meet at least every five (5) weeks to deal with outstanding matters of business. Minutes of the proceedings shall be recorded. The Chairperson of that meeting shall determine the date of the next meeting.

(b) Quorum

Five (5) members of the Committee shall constitute a quorum. If a quorum is not present within thirty (30) minutes of the time fixed for the meeting it shall stand adjourned to a new date determined by the President. If at the adjourned meeting a quorum is not present within thirty (30) minutes of the appointed time the meeting may proceed with those members present.

(2) Executive Committee

The Executive Committee will meet as necessary to conduct such urgent business as may occur from time to time. Executive Committee minutes will be tabled at the next available Management Meeting for endorsement

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(h) General Meetings

(1) Annual General Meetings

An Annual General Meeting shall be held in the month of September each year. The venue shall be the Cronulla RSL Memorial Club's premises.

(2) Extraordinary General Meeting

An extraordinary general meeting shall be held whenever the Committee resolves or within twenty eight (28) days of a request for such meeting signed by the greater of ten per cent (10%) or ten (10) of the members entitled to vote. Any request from the members for the calling of an Extraordinary Meeting shall state the reasons for the calling of such meeting.

(3) Notice of General Meetings

The convening of a general meeting shall be by notice placed on the Club's Notice Board fourteen (14) days prior to the meeting and/or email communication to all financial members

(4) Quorum

Ten per centum (10%) of the voting members shall constitute a quorum. If a quorum is not present within thirty (30) minutes of the time scheduled for the commencement of the meeting the meeting shall be dissolved except for the Annual General Meeting which shall be scheduled by the President to take place within fourteen (14) days.

8. DISPUTES

(a) Dispute Request

Any member, who has a dispute with the Club's Committee or with a fellow member, may request a 'Dispute Hearing'. The request for a 'Dispute Hearing' must be received in writing addressed to the Secretary, signed by the complainant and one (1) other member who has to have been a witness to the incident causing the dispute.

(b) Dispute Hearing

A Tribunal comprising of at least three (3) financial members of the Club, selected by the Committee, shall hear and determine the dispute. The Committee will appoint the Chairperson to conduct the hearing and report to them the findings and their recommendation.

At least twenty one (21) days before being required to appear before the 'Dispute Hearing', the member shall, in writing, be:

- supplied with full details of the allegations:
- requested to be present at the hearing:
- advised that he or she shall have the opportunity of placing before the hearing, orally or in writing, any explanation or defence he or she may think fit or is relevant:
- advised to arrange for the attendance of supporting witness(es) at the hearing.

The attendance of the member before a 'Dispute Hearing' should take place within one (1) month of the request for the 'Dispute Hearing' being lodged with the secretary. The request for a 'Dispute Hearing' must be lodged with the Secretary within three (3) months of the alleged incident giving rise to the request for the 'Dispute Hearing' taking place.

The 'Dispute Hearing Tribunal's' findings and recommendation shall be binding on the parties to the dispute, no further appeal process is available to the parties. The finding shall be communicated to the parties and advised in writing to the Management Committee for inclusion in the Minutes.

(c) Misconduct

(1) Citing

Any member who refuses to comply with the provisions and rules of the Club's Constitution or whose conduct is considered unbecoming of a member or prejudicial to the interest of the Club may be cited to appear before a duly convened meeting of the Committee.

(2) Citing Procedures

- a. At least seven (7) days before being required to appear before the Committee, the member shall, in writing, be;
- b. notified of all the allegation;
- c. requested to be present at the meeting:

- d. advised that he or she shall have the opportunity of placing before the meeting, either orally or in writing, any explanation or defence he or she may think fit;
- e. advised to arrange for the attendance of any supporting witness (es).
- f. The attendance of the member before a meeting of the committee shall take place within one (1) month of the incident giving rise to the citation.
- g. The member notified may immediately, or at any time before the Committee deals with the matter, be suspended by the Committee from all privileges of the Club until the matter has been resolved.
- h. The Committee having heard all of the evidence relating to the alleged offence will ask the member to leave the room whilst the matter is determined. On reaching a decision in relation to the alleged offence the member will be recalled to the meeting and informed of the Committee's decision. The member will then be asked whether he or she wished to address the Committee on penalty before a determination be made. The member will again be asked to leave the meeting whilst the penalty is agreed upon. The member will be recalled to the meeting and advised of the decision or informed that the member will be advised in writing at the first available opportunity.
- i. The Committee shall by resolution, dismiss the citation or admonish, caution, fine, suspend from all privileges of the Club for any period it deems fit, or expel a member found guilty.
- j. If a member fails to attend as directed, the Committee, may, in his or her absence, take whatever action is considered appropriate to the circumstances and inform the member in writing of the decision.
- k. Any resolution by the Committee shall require for its passage a simple majority of the votes of the members of the Committee present at the time and voting.
- l. Any decision taken by the Committee shall be sent to the Parent Club for their information and record.
- m. Any decision taken by the Committee may be appealed by the member to the Board of the Parent Club within seven (7) days of such person receiving a determination.

9. FINANCIAL RECORDS AND BANKING ACCOUNTS

(a) Financial Records

The Club shall maintain adequate financial records in order to properly record and account to the Parent Club for:

- (a) Receiving, disbursing, banking and recording of all monies for the Club
- (b) The security and maintenance of the Club's petty cash and float.
- (c) The production of a monthly financial statement and end-of-year Statement of Financial Performance for presentation at the Club's Annual General Meeting.
- (d)

(b) Bank Accounts

The Club is authorised to operate a bank account in the name of "Cronulla RSL Swimming Club". Officers authorised to operate the account are the President, Secretary and Treasurer.

Cheques/bank transfers are to be signed/authorised by any two of the above officers and any one officer is authorised to endorse cheques for banking .

The bank account is to be reconciled to the Club's financial records each month prior to the presentation of monthly financial statements.

10. AMENDMENT

The clauses of the Constitution may be amended at a General Meeting of the Club by an affirmative vote of not less than three-quarters of the members present and voting on the resolution. Notice of such proposed amendments shall be notified in writing to the members by email communication and displayed on the Club's notice board twenty-one (21) days prior to the meeting.

Provided however that prior to any amendment to the constitution being presented to the members such proposed amendments must firstly be submitted to the Parent Club for approval. (*para added 26 April 2009*).

11 WINDING UP

(1) On the winding up, the funds of the Club shall not be distributed to the members but shall be returned to the Parent Club to be held in trust until such time that the Club is reformed or as otherwise determined by the Board of the Parent Club.

(2) The liability of a member to contribute towards the payment of debts and liabilities of the Club, or the cost of charges and expenses of the winding up of the Club is limited to the amount, if any, personally owed by the members to the Club at the date fixed for the winding up.

12 BY LAWS

The By Laws of the club may be added to, amended and/or deleted by the Management Committee as it deems necessary for the sound running of the Club, such changes to be endorsed by a majority of members present and voting at the next General Meeting.

CRONULLA R S L SWIMMING CLUB.

BY LAWS

1. DUTIES OF OFFICERS

- (a) Patron
Preferably an ex-serviceperson and a long serving member who has made an outstanding contribution to the Club and one who fosters and supports the cause of the Club, provided however that no member shall serve more than five (5) consecutive years in the position.
- (b) President
Will be chair at all meetings and ex-officio member of all sub-committees. In the event of a tied vote on a resolution the President, when chairing a meeting shall have a casting vote in addition to his/her ordinary vote.
- (c) Deputy President
In the absence of the President will act as chair. On all other occasions will have an ordinary vote.
- (d) Secretary
Will be responsible for calling all meetings and will record minutes and carry out the decisions of the management committee. The secretary will attend to and keep a record of all inward and outward correspondence.
- (e) Treasurer
Will receive all monies due to the Club, account for same and will pay such monies into the financial account of the Club. The Treasurer will disburse all monies necessary by cheque, bank transfer or cash providing that a record is made of all cash payments. This record is to be initialled by any two of the President, Hon. Secretary or Hon. Treasurer. All disbursements are to be authorised or confirmed by a minute of the Management Committee. The Hon. Treasurer will table at each regular Management Committee meeting a financial statement of the Club. The Club will use the financial institution as resolved at any time by the Management Committee. The financial institution will have the signatures of the President, the Hon. Secretary and the Hon. Treasurer. All payments by cheque/bank transfer will bear the signatures/authorisation of any two of the three mentioned officers. The Treasurer will keep a record of all major assets of the Club.
- (f) Captains
The Club Captain and Division Captains will draw up the program of events for their division and will be responsible for the selection of teams for interclub events. The Club Captain and the Divisions Captains will ensure all Race activities including timekeepers, starter, recorders, judges are in place for smooth running of the division's race program.

- (g) Vice-Captain
Will generally assist the Captain and assume the same duties in the absence of the Captain.
- (h) Race Secretary
Will receive all entries for events and be in charge of drawing up races in accordance with the programme. The Race Secretary will keep a record of all events and points scored by all members. These records to be made available to the Registrars.
- (i) Assistant Race Secretary
Will generally assist the Race Secretary and assume the same duties in the absence of the Race Secretary.
- (j) Handicapper
Will keep a record of times recorded by all swimmers. The Handicapper will regularly check all swimmer's times. He will nominate a handicap time for members over those distances determined by the Club Captain, and make any adjustment deemed necessary. Members must accept the Handicapper's decision.
- (k) Greys Captain and Sharks Captain
Will be responsible for the organising and running of all their events including Tuesday, Wednesday and Friday races during winter and summer, maintaining point scores, allocating trophies and prize winners and appointing catering duties as required. The Greys Captain will have the discretion to allocate points according to the circumstances. The Sharks Captain will manage the swimming activities of the Sharks Division including Schedule, Race Secretary, Handicapper, Communications and Treasurer activities of the Sharks.
- (l) Relay Secretary
Will be responsible for organising of relay teams each season, conducting relay races each week and maintaining point scores
- (m) Social Secretary
Will be responsible for organising all social events. The Social Secretary will co-opt members as necessary and act as chair at any social committee meeting.
- (n) Delegates
Will represent the Club at the appropriate Associations and report back as necessary to the Management Committee.
- (o) Publicity Officer
Will be the only authorised person, other than the executive, to have publicity published in the press and sundry media.
- (p) Registrar
Will maintain a record of all members, the point score charts, keep

permanent records of the winners of point scores, trophies, championships and interclub competitions, which will be displayed on the Club notice board.

- (q) **Honorary Auditor**
Who need not be a member of the Club, will be appointed by a general meeting of members and will have access to all books, accounts, vouchers and property of the Club when required and will examine and certify to the correctness of the accounts and balance sheet at the end of each season, and such other times as the Management Committee may direct.

2. CONDUCT OF RACES

The Club Captains will be responsible for Club events, will appoint pool positions such as starters, judges, recorders etc. The Captains will decide conditions for ordinary and championship events not otherwise specified in Race Rules. Protests regarding any matter relation to competition must be in writing to the Club Committee. The decision of the Club Committee on the matter will be final and binding.

3 RACE RULES SUNDAY SUMMER and WINTER SWIMS

- (a) Registration (payment of swim fees) on a Sunday does not constitute a swim. A member must swim to qualify to swim in a relay event. Cancellation of a Sunday swim does not count as a swim.
- (b) All club championships should be decided each year in the months of February through April. The Age 50M Freestyle events should be scheduled earliest to allow preparation for AIF Carnival entries. The following criteria will apply.

The participants must

- (i) Be financial members of the swimming club with six (6) months standing.
- (ii) For the Club Championships, have previously competed in club events in at least eight six(6) separate swim meets in the season and those swims must be on a Sunday. Swims with the Greys or Sharks are not to be counted as qualifying swims. (amended Sept 2019) for Age Championships the number of qualifying swims is also four (4), other conditions as for Club Championships also apply.
- (iii) The winner must have gained more championship points (as defined below) than any other swimmer. In the case of age championships, the swimmer gaining the most points in a particular age group is the winner.
- (iv) Club championships, in male and female divisions will be decided by point score from the following events.

Open Championship
 Freestyle, 50 metres, 100 metres, 200 metres and 400 metres

Age championships for both men and women will be held over 50m and 100m in the following age groups

18-49 years	50 and 100 metres freestyle
50-59 years	50 and 100 metres freestyle
60-64 years	50 and 100 metres freestyle
65-69 years	50 and 100 metres freestyle
70-74 years	50 and 100 metres freestyle
75-79 years	50 and 100 metres freestyle
80 years and over	50 and 100 metres freestyle

Junior Age Championship races may be scheduled at the discretion of the Committee, dependent on the composition of the junior membership of the club at the time.

When there are insufficient swimmers (less than 3) in any age group to conduct a race then the race secretary & club captain have the option of combining not more than 3 adjoining age groups into a single championship race.

For example the 50-59, 60-64 may be merged into a single 50-64 championship race.

It may also eventuate that there be 3 swimmers 50-59 & 3 swimmers in 60-64 allowing 2 races to be held at the same time, there being sufficient lanes available.

Points for championships will be as follows:

First place	31 points
Second place.....	20 points
Third place.....	13 points
Fourth place.....	8 points
Fifth place.....	5 points
Sixth place.....	3 points
Starting.....	1 point

- (c) In any championship event where one entry only is received that swimmer must complete the distance. The age for championships will be determined as at the date the Australian AIF championships are held.

(d) **Point Scores**

The Summer Sunday season will extend from October 1st to April 30th.

The Winter season from May 1st to September 30th.

Races will be conducted in the following categories.

Summer Sunday:

- (1) Day sprints
- (2) Day distances

Winter Sunday:

Distance only - nominated times - ocean or pool depending on conditions.

(e) Point scores will be conducted thus.

Summer Sunday:

- (i) Total all swims - Swimmer of the Year
- (ii) Total sprints
- (iii) Total distances
- (iv) Total Winter distance
- (v) Monthly combined sprint and distance Summer
- (vi) Monthly distance Winter

No member may win more than one Summer season monthly point score. Winners to be decided in sequence (i) to (iii), nor more than one monthly point score, (iv) to (x).

Trophies for second and third places in each category (i - iv) and (vii- x) may be awarded at the discretion of the Management Committee.

(f) Points for Sunday handicap events consisting of four (4) or more swimmers as follows.

1 st Place.....	4 points
Dead heat 1 st Place.....	3.5 points
2 nd Place.....	3 points
Dead heat 2 nd Place.....	2.5 points
3 rd Place.....	2 points
Dead heat 3 rd Place.....	1.5 points
Handicapped time breakers.....	2 points
Nominated time breakers.....	1 point
Any other place and time breakers.....	1 point

If a member represents the Club in a swimming event at another venue and in doing so is unable to attend a regular Club swimming meeting, that member will be awarded two (2) points for each of the sprint and distance handicap events missed and counts as one swim with the club eg attending the AIF Carnival.

- (g) Breaking time in handicap races will be:
One (1) second under handicap time for any distance up to fifty (50) metres, plus one (1) second for each additional fifty (50) metres.
- (h) An annual relay point score should be conducted by the relay sub-committee, elected at the Annual General Meeting. Membership of teams and terms and conditions of this relay competition will be **decided by the relay sub-committee. These conditions should be displayed upon the Club's notice board before the commencement of the competition.**

4 RACE RULES GUNNAMATTA GREYS

The Gunnamatta Greys (Greys) swims are all nominated time. Points accumulated for Greys swims will be:

Wednesday and Friday mornings

- (i) Gunnamatta Greys Swimmer of the Year (winter and summer)
- (ii) Gunnamatta Greys total all Summer swims
- (iii) Gunnamatta Greys total all Winter swims
- (iv) Gunnamatta Greys monthly point scores

5 RACE RULES TUESDAY SHARKS DIVISION.

- (i) The Captain will organise the conduct of the Sharks Division's swim Program along with other members forming the Race Committee.
- (ii) The swimming year runs from the beginning of May to the end of April.
 - Winter Season from May to September inclusive
 - Summer Season from October to April inclusive
- (iii) The closing time for entries each swim night shall be at the discretion of the Race Committee
- (iv) Form stroke swimming is permitted in all events.

- (v) A member may nominate for both sprint races each night, but can nominate for only one distance event.
Sprints are 25 and 50 Metres, Distance events 100, 200, or 400 Metres.
- (vi) For all handicap races, a variable "blow time" shall be applied to those races. The race distances and applicable blow times are as follows:

25 Metres 0.5 second
50 Metres 1.0 second
100 Metres 2.0 seconds
200 Metres 4.0 seconds
400 Metres 8.0 seconds.

*Note: Blow times are rounded up to the half second for 25 metre races and a full second for other races.
ie; in 25 metre races if the blow time is 19.5 seconds, a time of 19.45 is rounded up to 19.5 and is not a blow, however a time of 19.44 is rounded down to 19.4 and is declared a blow.
In races of other distances, if the blow time is 36 seconds, a time of 35.95 is rounded up to 36.0 seconds and not a blow. However, a time of 35.94 is rounded down to 35.9 and is a blow.*

(vii) POINT SCORES

A monthly point score shall be allocated to swimmers in each event to swimmers who do not "blow" their time.

Points allocation:

1st – 4 points

2nd – 3 points

3rd – 2 points

Remainder 1 point.

Note: swimmers who are in breach of the set "blow" time for any race are not eligible to be awarded first place for that event but will be allocated the next level of points based on their placing. If a swimmer wins a race but blows, the swimmer will be awarded 3 points rather than the 4 points a winner is normally awarded.

When swims against other clubs fall on a regular swimming night NO points are allocated however those attending the swim will have the swim counted in their 'number of swims'.

Members are eligible to win only one (1) weekly individual trophy in any season point score period i.e. Winter Season and Summer Season.

In any one swimming year, members are eligible to only win:

One (1) Sprint Monthly Point score,

One (1) Distance Monthly Point score and

One (1) Overall Monthly Point score (Sprint plus Distance)

(viii) VISITORS

Visitors may swim with the Club at the discretion of the Race Committee but they are not eligible to compete in a Final.

Visitors must become members after 3 guest swims.