



# ByLaws

**Effective: 12 December, 2021**

These Bylaws are the rules governing the internal affairs of

**TEAM STELLAR INCORPORATED**

They are the operating procedures that determine the conduct and direction of the organisation as approved by the Club members.

**BY LAWS**  
of  
**TEAM STELLAR INCORPORATED**

**1 GENERAL**

**1.1 COMMITTEE POSITIONS**

- (a) The Executive Committee positions are as follows:
- (i) President
  - (ii) Vice President
  - (iii) Treasurer
  - (iv) Secretary

**MANAGEMENT COMMITTEE POSITIONS**

- (b) The Management Committee positions are as follows:
- (i) Registrar
  - (ii) Junior Convenor
  - (iii) Senior Convenor
  - (iv) Umpire Convenor
  - (v) Volunteer Convenor
  - (vi) Fundraising Convenor
  - (vii) Sponsorship / Grants Officer
  - (viii) Equipment Officer
  - (ix) Social Media Officer
  - (xi) IT & Multimedia Relations Officer
  - (xii) Events Convenor

**GENERAL COMMITTEE MEMBERS**

- (c) There are members with no specific Job description, but still wish to assist the club in any way necessary, and within their own abilities. They have the best interests of the club in mind, but are not necessarily in a position to committee to a specific management position within the club.

Details of the above positions are outlined in Appendix 'A' attached to the By-Laws.

In the interests of consistency at each annual general meeting of the association, then members of the Executive committee will serve 2 consecutive terms without having to renominate for the position they hold unless:-

- (i) the current holder chooses to step down; or
- (ii) the person places the position into disrepute; or
- (iii) the majority of the financial members deem the executive member is no longer doing the position just.

If the executive position has been held by the same person for two consecutive terms then the executive member may elect to nominate for a third term, and if successful shall hold the position for a third year.

## 1.2 CLUB UNIFORM

- (a) Club colours are a combination of Black, Gold & White
- (b) The uniform must be purchased through the club via our Online Store, to maintain consistency of colour and style, and must be worn at every game. Players will not be permitted to take the court unless they are in full uniform.

### 1.2.1 Compulsory Uniform

The compulsory uniform is made up of the following:

JUNIORS: Yellow base design with STELLAR Across front.

A-Line Dress & Black base Hotpants.

OR Basketball Singlet & Matching Shorts.

SENIORS: Black base design with gold S design front & back.

A-Line Dress & Black base hot pants

MASTERS: Yellow base design with STELLAR across front (Same as JUNIORS)

A-Line Dress & Black base Hotpants

Tee, Jacket & Roll Bag

ALL ABOVE: Appropriate footwear

## 1.3 AFFILIATION

- (a) The Club shall be affiliated with Hinterland District Netball Association & Southport Carrara Netball Association

## 1.4 COMMITTEE MEETINGS

- (a) Committee Meetings will be held at regular intervals as required throughout the year.
- (b) Dates for Committee Meetings for the following year will be set at the first meeting after the General Meeting.
- (c) Dates may be altered at Committee discretion when deemed necessary.

## 1.5 CODES OF BEHAVIOUR

- (a) The Club will adopt Codes of Behaviour as prescribed in the Netball Australia Member Protection regulations. This outlines behaviours that are expected of every person involved in community sport and active recreation, as well as identifying the types of behaviours that will not be tolerated and covers every person - spectator, player, club member, official, participant, administrator, coach, parent or member of the community involved with the sport.
- (b) The Codes of Behaviour will be reviewed annually and updated where necessary

## 1.6 COURSES, SEMINARS AND OTHER OPPORTUNITIES

- (a) The Club shall provide notification of opportunities for members to improve their skills by attending relevant training courses.
- (b) The Club shall encourage and support members who wish to attend appropriate courses
- (c) The Club may reimburse registration costs of approved courses to members. Prior approval is required for reimbursement. No course fee shall be reimbursed unless beforehand agreed upon in writing by the Executive Committee.

- (d) Reimbursement amount shall be at the Committee's discretion.

#### 1.7 DRUG POLICY

The Club does not support the use of performance enhancing substances and views any such use as detrimental to both the sport of netball and the spirit of the game.

#### 1.8 SOCIAL MEDIA POLICY

The Club acknowledges that it will abide by the team Stellar Incorporated, HDNA, SCNA & Netball Queensland Social Media Policies.

All members of the Club acknowledge that they will not post any derogatory, offensive or inappropriate comments or use any offensive or inappropriate language on any social medial page (this includes their own social media pages) as their conduct reflects upon the teamSTELLAR club. Any breach of this policy will be dealt with by Executive Committee.

#### 1.9 SPECIAL CIRCUMSTANCES / PROVISIONS CLAUSE

- (a) Where these Bylaws are silent, a decision can remade by the Committee that ensures the integrity of the Galaxy netball Club is maintained at all times.
- (b) The Committee may, in using it's reasonable discretion, in exceptional or extenuating circumstances, alter, vary or waive the requirements set out in these ByLaws and has the power to make additional ByLaws as deemed necessary.

## 2 MEMBERSHIP

### 2.1 EXECUTIVE COMMITTEE

- (a) The Executive Committee shall consist of the following voting members:
  - (i) President
  - (ii) Vice President
  - (iii) Treasurer
  - (iv) Secretary
- (b) The Executive Committee shall meet at least once per year and is authorised to settle any urgent or unforeseen business as may occur from time to time, subject to such ratification as my be necessary by the Committee at it's next meeting.
- (c) The Executive Committee is responsible for considering all nominations for Life Membership and other Awards and recognition prior to the annual Presentations and it's decisions shall by subject to ratification by the committee at it's next meeting.
- (d) Should a vacancy occur in the Executive Committee or Committee during the course of the year, the Executive shall appoint a suitable person to fill the vacancy and that person shall hold office until the next General or Special Meeting.

### 2.2 MEMBER PROTECTION REGULATION

- (a) The Club shall ensure that all Team Officials and any other volunteer personnel who may have individual and unsupervised contact with participants under 18 years of age, obtain a 'Blue Card' prior to commencing their position. This check is free for volunteers and can be found on the website: <https://www.bluecard.qld.gov.au>
- (b) The Club will keep a copy of all Blue cards on file, in an online registry.

### **3 FINANCIAL**

#### **3.1 FEES**

- (a) Fees for the following year for each player shall be determined by the Executive Committee annually after considering the current financial situation of the Club and forecasted expenses, prior to the General Meeting.
- (b) At the General Meeting, the annual fees will be voted on and recommended
- (c) Fees shall be calculated to cover the costs of the below but not limited to:
  - (i) Association team entry expenses
  - (ii) Netball Queensland Membership
  - (iii) Umpiring expenses
  - (iv) Annual Membership Fee
  - (v) Presentation night including team Trophy/Awards
  - (vi) Team Photos
- (d) All registrations are to be completed via the club link on the (app) Netball Connect.
- (e) All registration fees are to be paid IN FULL at time of online registration.
  - (i) Government issued 'Fair play' vouchers can be redeemed at time of registration, but CAN NOT be redeemed once registration has been completed and paid for.
- (f) The club has a 'No Pay, No Play' policy.

Procedure for this policy is as follows:-

- (i) Treasurer to send a list of non-financial players to the Coach's Co-ordinator prior to fixture Round 1.
- (ii) Coach's convenor to contact the Coach of each non-financial player advising that until fees are paid, that non-financial player will be unable to take the court.

#### **3.2 UMPIRES RENUMERATION**

- (a) Umpires shall receive monetary remuneration from The Club for services rendered, being for games umpired on behalf of the club

### 3.3 COACHES RENUMERATION

- (a) Coach's are volunteers and do not receive remuneration

### 3.4 MEMBERSHIP FEE

- (a) All members of teamSTELLAR incorporated are required to pay the annual membership fee, as we are an incorporated and bond by law to charge an annual fee to our members.

### 3.5 FEE ADJUSTMENT FOR INJURY / ILLNESS / ABSENCE

- (a) A player who chooses not to participate or play PRIOR to the commencement the season, and has paid their fees in full, shall be given a full refund, less the membership fee payable to The Club, and the fee payable to HDNA or SCNA.
  - (i) With the exception of if their fees were partially paid using a Government issued 'fair play' voucher. In this circumstance, only a partial refund can be offered. Fair play vouchers can not be redeemed for cash.
- (b) It will be the player's responsibility to on-sell their uniform, and no refund shall be given by the Club for the uniform costs.
- (c) A player who chooses not to participate or play AFTER the commencement of the season and has paid fees in full, will only be given a refund should the Executive Committee deem so

## 4 PLAYERS

### 4.1 COURT TIME

- (a) Court time for all players in all age groups shall be at the discretion of the coach. The Coach will endeavour to provide all kids with ample court time.

### 4.2 FINALS

- (a) Finals are only relevant in JUNIORS from U11 onwards.

### 4.3 INJURY REPORTING

- (a) All players are responsible for reporting injuries to their Coach, supported by (if applicable) the appropriate Medical Certificate
- (b) All players are responsible for obtaining a Medical Clearance for serious illness PRIOR to resuming training or match play.

## 5 EQUIPMENT

- 5.1 All members acknowledge that the equipment is for the use of all coaches and players. All members shall have full use of the equipment owned by the Club. All members are to treat the equipment with respect and same is to be kept in good

working order and condition. No equipment is to be left unattended or out in the open when not in use.

No equipment (including tents) shall be used without prior permission of Management.

## 6 COMPLAINTS

6.1 Any complaint by a member regarding the activities of another member or group of members must abide by the following rules:

- (a) Complaint must be made in writing via email with all relevant facts to the Club President ([teamstellarpresident@gmail.com](mailto:teamstellarpresident@gmail.com))
- (b) Complaint must be signed by the person or persons making same
- (c) All complaints to be dealt with as set out in the teamStellar imported rules & Bylaws

## 7 TROPHIES AND AWARDS

### 7.1 PRESENTATIONS

- (a) Presentations shall be held annually at the conclusion of the Hinterland District Netball Associations Winter Season (Roughly September / October of each year)
- (b) The date/s and format shall be determined annually by the current Committee
- (c) The date, time, venue and format shall be provided, in writing, to all members at least one (1) month prior to the event
- (d) Presentation of all awards and recognition of achievement shall be made at Presentation night / evening

### 7.2 AWARDS AND TROPHIES

- (a) The following player awards will be presented at the annual Presentations: (one per team)

#### **JUNIOR WINTER COMPETITION:**

- (i) Participation Award (for all players)
- (ii) Player's Player Award (Voted by the players)
- (iii) Parents Choice Award (Voted by the parents)
- (iv) Stellar Award (someone with great sportsmanship, exemplifies Club values and gives back to the team & Club)

**SENIOR LADIES** (per season): (all below voted by players)

- (i) MVP
- (ii) MVP Runner's Up
- (iii) Player's Player

**JUNIOR TWILIGHT:** (10 week afternoon competition)

- (i) Player's Player (Voted by the players)

- (b) The following other perpetual awards may be presented at the annual Presentations:

(i) **Rookie of the year**

Awarded to a new senior player to the club that has embraced the club and it's values whole heartedly. This award does not necessarily have to be award every year, if not eligible contenders are nominated in a given year, this award will simply be awarded the following year.

(ii) **Club Spirit Award**

This award recognises a member who demonstrates the true spirit of teamSTELLAR. They are loyal, and also have a fire in their belly. They play hard, and always put the team first. They go out of their way to support their fellow club members, and share their positive, encouraging attitude with all.

(iii) **Club Person of the Year Award**

This award was created to recognise a club member who has shown 110% dedication to their netball family. They have shown time and time again, their unwavering commitment to he club, and also shown great sportsmanship and encouraged their fellow team mates. They have encapsulated the teamSTELLAR way - COMPLETELY - and totally rock it!

(iv) **Junior Stellar of the Year Award**

This award is for a Junior player in the winter competition. This player gives 110% at training and on game days. She embraces the values of teamSTELLAR, and is always available to assist her coaches it whatever is required. She's willing to give her time whoever required, and most of all LOVES her club, and wants everyone to know it!

(v) **Junior All Rounder Award**

Awarded to a player within our Junior winter competition, who has shown unwavering commitment and determination in all aspects of the game and training throughout the season. They have delivered above expectations and donated their time, energy and support to the club whenever they have been asked, as well as in their own time, for no personal gain.

(v) **Stellar Umpire of the Year Award**

Awarded to an Umpire that has shown significant growth during the calendar year, or has donated large amounts of time to the club, or offered exemplary service to the club.



**DEFINITIONS:**

'The Club' Means teamSTELLAR Incorporated

'Constitution' means the Constitution of teamSTELLAR Incorporated. It may otherwise be referred to as the Model Rules.

'ByLaws' are additional rules which apply to members which generally deal with internal and administrative matters. The Bylaws are made under the Model Rules. Accordingly, the Bylaws are subordinate to the Constitution and must not be inconsistent with the Constitution.

'Team Stellar incorporated' can also be referred to as Team Stellar Netball Club.