

TASMANIAN EVENTING ASSOCIATION

RULES

1. NAME

The name of the Association is the Tasmanian Eventing Association Inc, hereinafter referred to as the Association or TEA.

2. OBJECTIVES

The objectives of the Association are "to co-ordinate, promote, encourage and improve the standards of the sport of Eventing in Tasmania through its Member Eventing Clubs". All Horse Trials, Competitions and Training Days conducted through this association will be run under current EFA/FEI rules.

3. ADDRESS

The address of the Association will be the address of the current Public Officer.

4. POWER OF THE ASSOCIATION

- 4.1. To acquire, hold and deal with, and dispose of any real or personal property pertaining to the conduct of Eventing.
- 4.2. To open and operate bank accounts in the name of Tasmanian Eventing Association.
- 4.3. To invest its moneys - in any security in which trust monies may be invested or in any other manner authorised by the rules of the Association.
- 4.4. To borrow money upon such terms and conditions as the Association thinks fit.
- 4.5. To enter into any other contract the Association considers necessary or desirable.
- 4.6. These rules may only be altered by a resolution passed at the Annual General Meeting or at a Special General Meeting called for the purpose and only then by a majority of at least 75% of those present and entitled to vote at such meetings.

5. CLUB YEAR

The Club year shall be 1st August to 31st July of the year following.

6. MEMBERSHIP

- 6.1. The Association shall consist of Honorary Life Members and Member Clubs.
- 6.2. The number of Honorary Life Members and Ordinary Members together shall not exceed such numbers as the Committee shall from time to time determine.

6.3. Honorary Life Members

6.3.1. The committee of its own motion or on the proposal of any five Members shall have the power to elect as an Honorary Life Member. Any Member of long standing who in the opinion of the Committee has over a long period of years rendered outstanding meritorious service to the Club. Such an election shall not take effect unless and until it is confirmed by at least three-quarters of the Members present at the Annual General Meeting next following the date of such election.

6.3.2. An Honorary Life Member shall not be required to pay any subscription but he/she shall be entitled to all the privileges and benefits of membership.

7. APPLICATION FOR MEMBERSHIP

Any Eventing Club may become a Member on payment of the subscription fee and completion of written application.

The Committee reserves the right to refuse membership without stating a reason.

8. SUBSCRIPTION FEES

The annual subscription fee of Member Clubs shall be payable on the 1st August in each year in respect of the current Association year. The Committee at the Annual General Meeting shall determine the subscriptions.

9. MEMBER CLUBS IN ARREARS

A member Club whose subscription is not paid by the end of September shall be deemed to have ceased to be a Member of the Association as from the beginning of the current year and shall not receive any privileges, until such time as the subscription is paid.

10. EXPULSION OF MEMBER CLUBS

Every Member Club on joining the Association undertakes to comply with these rules and the rules set down by the EFA/FEI and any refusal or neglect to do so or any conduct detrimental to the interest of the Association shall render such Member liable to expulsion by the Committee.

11. PUBLIC OFFICER

The Secretary shall be the Public Officer of the Association.

12. ANNUAL GENERAL MEETING

12.1. The Association is to hold an Annual General Meeting each year.

12.2. The Annual General Meeting shall be held not later than two months after the close of the financial year of the Association.

- 12.3. The Annual General Meeting is in addition to any other Special General Meetings that may be held in the year.
- 12.4. The notice convening the Annual General Meeting is to be sent to all committee Members, Office Bearers, Member Clubs and Life Members one month prior to the date of the Annual General Meeting and is to specify the purpose of the meeting.
- 12.5. The ordinary business of the Annual General Meeting is as follows:
 - 12.5.1. To confirm the minutes of the preceding Annual General Meeting and any General Meeting held since that meeting.
 - 12.5.2. Receive reports from the Committee and Auditor on the previous year's activities.
 - 12.5.3. Elect the Officers of the Association and Committee Members.
 - 12.5.4. Appoint an Auditor.
 - 12.5.5. Determine the remuneration of the servants of the Association.
- 12.6. The Annual General Meeting may transact special business of which notice is given.
- 12.7. The quorum needed for the Annual General Meeting is to be 5 voting Members.
- 12.8. Any special business is to be given by written notice, to the Secretary/Public Officer four weeks prior to the date fixed for the Annual General Meeting.

13. OFFICERS OF THE ASSOCIATION

- 13.1. The officers of the Association are as follows:
 - A President
 - A Vice President
 - A Treasurer
 - A Secretary/Public Officer
- 13.2. The offices of Treasurer and Secretary/Public Officer may be combined from time to time as determined by the Committee.
- 13.3. Each Officer of the Association is to hold office for 3 years on a rotational basis. During the first year lots will be drawn to determine the length of term for all committee members: 3 for 1 year, 3 for 2 years, and the remainder for 3 years.
- 13.4. If a casual vacancy in any office referred to above the Committee may appoint one of its Members to the vacant office, to hold office up to and including the Annual General Meeting next following the date of appointment.

14. ELECTION OF OFFICE BEARERS

- 14.1.** Nominations of candidates for election as Officers of the Association;
 - 14.1.1.** Must be Financial Members of a Member Club.
 - 14.1.2.** Made in writing, signed by two (2) Members of a Member Club and accompanied by the written consent of the candidate.
 - 14.1.3.** Be delivered to the Secretary/Public Officer of the Association at least 10 days before the date fixed for the Annual General Meeting.
- 14.2.** If insufficient nominations are received to fill all positions as Officers of the Association;
 - 14.2.1.** The candidates with written nominations are taken to be elected.
 - 14.2.2.** Further nominations are to be received at the Annual General Meeting.
- 14.3.** If there is more than one nomination for a particular position as Officers of the Association, a ballot shall be held.
- 14.4.** The ballot shall be by secret ballot, by all Member Club representatives Office Bearers present at the Annual General Meeting.
- 14.5.** Ordinary Committee Members shall consist of 2 Financial Members of each Member Club and will be selected by each Club.

15. VACATION OF OFFICE

- 15.1.** For the purpose of these rules, the office of an Officer of the Association or an Ordinary Committee Member becomes vacant if, the Officer or Committee Member,
 - 15.1.1.** Dies.
 - 15.1.2.** Becomes bankrupt or applies to take or takes advantage of any law relating to bankruptcy or insolvent debtors or compounds with his or her creditors, or makes any assignment of his or her estate for their benefit.
 - 15.1.3.** Becomes of unsound mind.
 - 15.1.4.** Resigns office in writing addressed to the Committee.
 - 15.1.5.** Fails without leave granted by the Committee to attend three consecutive meetings of the Committee.
 - 15.1.6.** Ceases to be a member of a Member Club.
 - 15.1.7.** Is subject to a disciplinary hearing of the EFA/FEI and expelled from that body.

16. POWERS OF THE COMMITTEE

- 16.1.** The Committee shall control and manage the business and affairs of the Association.

- 16.2. The quorum of any meeting shall be four (4) Committee persons.
- 16.3. The Committee shall have absolute control over the unfettered discretion in dealing with Association property.
- 16.4. The Committee may from time to time, make alter and repeal by laws for the good conduct and management of the Association until they are rescinded or varied by the Association in a General Meeting.
- 16.5. The Committee shall meet regularly, and any other Members are welcome to attend. However, they do not have voting rights.
- 16.6. Committee Meetings may be called by the President or Secretary/Public Officer or by any three (3) Committee Members by a request in writing to the President or Secretary/Public Officer.
- 16.7. If necessary in an emergency, an Executive Committee consisting of the President, Secretary/Public Officer and one (1) other Committee Member from each Member Club can make a decision affecting the welfare of the Association, its Members and the organisation of an Event.

17. PROCEDURE AT ALL MEETINGS

- 17.1. At any Meeting convened under these rules the President or in his/her absence the Vice President shall preside as Chairman.
- 17.2. Each Committee Member present at such Meeting and entitled to vote under these rules is entitled to one vote and in the event of equality of votes the Chairman may exercise a second or casting vote.
- 17.3. The voting shall be by a simple majority on a show of hands unless a poll is demanded in which case it will be taken in such manner as the Chairman directs.

18. AUDITOR

- 18.1. The appointed Auditor is to examine the accounts of the Association at least once in each financial year of the Association.
- 18.2. The Auditor is to certify as to the correctness of the accounts of the Association and report to the Members present at the Annual General Meeting. In the report and in certifying to the accounts the Auditor is to state if he or she has obtained the required information and in his or her opinion the accounts are properly drawn up so as to exhibit a true and correct view of the financial position of the Association.
- 18.3. The Auditor has a right of access to the accounts, books, records and documents of the Association.
- 18.4. May require from the servants of the Association such information and explanation as may be necessary for the performance of his/her duties as Auditor.
- 18.5. May employ persons to assist him/her in investigation of the accounts of the Association.
- 18.6. May in relation to the accounts of the Association, examine any Member of the Committee.

19. FINANCE

19.1. Accounting

- 19.1.1.** A true account of receipts and expenditure are to be kept of all money received and expended by the Association and the manner in which this money was received or expended.
- 19.1.2.** True accounts of all property, credits and liabilities of the Association are to be kept.
- 19.1.3.** Accounts are to be open to inspection by the members of the Association.
- 19.1.4.** The Treasurer of the Association is to keep all general records, account books and record of receipts and expenditure connected with the operations and business of the Association in the form and manner the Committee directs

19.2. Banking

- 19.2.1.** The Treasurer is to receive all moneys paid to the Association, and immediately issue official receipts.
- 19.2.2.** The Committee is obliged to open with any Bank, Building Society or Credit Union an account in the name of the Association into which all money received is to be paid.
- 19.2.3.** All cheques shall be signed by any two of the President, Secretary/Public Officer and Treasurer and any other persons as may be appointed by the Committee
- 19.2.4.** All accounts presented to the Association for payment must be accompanied by invoice, receipt or some such identifying paperwork
- 19.2.5.** No account presented to the Association for payment shall be paid until and unless the same is passed for payment by the Committee, provided always that the Committee shall not refuse to pass for payment any accounts for money in fact due and payable by the Association.
- 19.2.6.** No cheques shall be drawn on the Association account except for payment of expenditure that has been authorised by the Committee.
- 19.2.7.** Except with the authority of the Committee a payment of any sum exceeding \$2 is not to be made from the funds of the Association otherwise than by cheque drawn on the Associations account.

19.3. Members not to Pledge Credit

No Member may pledge to the credit of the Association and no offer may

incur the Association in any liability except with the approval of the Committee and covered by an official order issued by the Treasurer.

20. WINDING UP THE ASSOCIATION

- 20.1.** In the event of the Association being wound up;
- 20.1.1.** Every Member Club and
 - 20.1.2.** Every person who, within the period of 12 months immediately preceding the commencement of the winding up, was a Member Club
is liable to contribute –
 - 20.1.3.** To the assets of the Association for payment of the debts and Liabilities of the Association; and
 - 20.1.4.** For the costs, charges and expenses of the winding up; and
 - 20.1.5.** For the adjustment of the rights of the contributories among themselves.
 - 20.1.6.** Any liability is not to exceed \$2.00.
- 20.2.** A former Member Club or Committee Member is not liable to contribute in respect of any debt or liability of the Association contracted after they ceased to be a Member.
- 20.3.** Honorary Life Members shall not be liable to contribute in any way in respect to the winding up of the Association.

21. AMENDMENT OF RULES

These rules may only be altered by a resolution passed at an Annual General Meeting or at a Special Meeting called for the purpose and only then by a majority of at least 75% of those present and entitled to vote at such meetings

These rules of the Tasmanian Eventing Association Inc are drawn up in regard to the Associations Incorporation Act 1964.

Any matters pertaining to the rules and running of the above Association not covered by this set of rules shall be covered by the said Act and also by the Associations Incorporation (Model Rules) Regulations 1997 (S.R. 1997, No166) Schedule 1.