

## SPBC Constitution Changes 2024

The SPBC Management Committee are proposing an update to the Club's Constitution after a request at the Club's AGM in 2023 to allow members who would be absent at AGMs to vote for vacant positions on the Management Committee in advance, where there are more nominations than vacancies. The Management Committee considered this and have rewritten the Constitution to allow members who cannot attend the AGM to vote up to 3 weeks prior to the AGM by casting a ballot at the Club.

As the Constitution was being updated to allow prior voting, it was a good opportunity to make some other wording changes where appropriate. These changes consist of:

- 1) **Removing the Teams Coordinator as an appointed member of Tournament Committee.** While there will still be a Teams Coordinator on Tournament Committee, the responsibilities of the Teams Coordinator have decreased in recent years and a number of the responsibilities are now undertaken by the Team Captains, thus the requirement for a Teams Coordinator as an appointed member of Tournament Committee has decreased.
  
- 2) **Changes to the Job Description of the House Manager.** The Job Description has been updated to remove the requirement of House Manager to be responsible for the cleanliness of all internal areas of the Club. In recent years this has been the responsibility of the Housekeeper, thus it has been formally removed from the House Manager's Job Description.
  
- 3) **Minor wording and formatting changes as detailed below.**

## Detailed Wording and Formatting Changes:

**Front:** South Perth bridge Club Constitution title added

2018	<i>Blank</i>
2024	<b>SOUTH PERTH BRIDGE CLUB CONSTITUTION</b>

**Old Section 2.16:** Reference to Teams Coordinator as an appointed member of Tournament Committee removed

2018	2.16 <b>Teams Coordinator</b> is a member appointed to the Tournament Committee by the Management Committee who shall be responsible for all matters concerning inter club teams events.
2024	<i>Removed</i>

**Section 5.10:** "his or her" changed to "their"

2018	5.10 Every member shall communicate to the Secretary his or her address and inform the Secretary of any change of name, address, email address or telephone number.
2024	5.10 Every member shall communicate to the Secretary their address and inform the Secretary of any change of name, address, email address or telephone number.

**Section 8.5:** Rewritten to allow members to vote on vacant Management Committee positions up to 3 weeks prior to the AGM

- 8.5 c) Nominations to be posted on Club Notice Board
- 8.5 d) Rewritten to allow members to vote on vacant Management Committee positions
- 8.5 e) New wording added to Constitution to allow for the casting of ballots in advance of the AGM

8.5 f) Added to formalise the current process of the Chairman announcing the election results

2018	<p>c) The names of candidates and positions for which they have been nominated for election to the Management Committee shall be included with the notice of the AGM.</p> <p>d) Should the number of candidates for any position on the Management Committee exceed the number of vacancies, the election shall be by secret ballot cast by members at the AGM. The candidate/s with the highest number of votes shall be elected.</p>
2024	<p>c) The Secretary will post the names of each nominee and the positions for which they have been nominated as they are received on the Club Notice Board.</p> <p>d) The names of candidates and positions for which they have been nominated for election to the Management Committee shall be included with the notice of the AGM.</p> <p>e) Should the number of candidates for any position on the Management Committee exceed the number of vacancies, the election shall be by secret ballot, which shall be conducted as follows:</p> <ul style="list-style-type: none"> <li>i) The Secretary shall, in sending out the notice of the AGM, advise members that an election is required and provide the names of candidates for the positions to be elected, together with advice that members entitled to vote should collect their ballot paper from the Club and lodge their completed ballot paper in the locked ballot box provided at the Club.</li> <li>ii) The Secretary shall make available one ballot paper only to each member who is eligible to vote.</li> <li>iii) The Secretary shall provide a locked ballot box in a public place in the Club where ballots can be lodged.</li> <li>iv) The ballot shall close 5 minutes before the Annual General Meeting, and only ballot papers received at the Club premises in the nominated ballot box by that time shall be included in the vote.</li> <li>v) The count shall be made by two returning officers appointed by the Management Committee from Club members who have not nominated for a Committee position.</li> <li>vi) Any tie in the ballot will be settled by resolution of those present at the AGM and entitled to vote.</li> </ul> <p>f) The Chairperson will declare the results of the elections at the AGM.</p>

**Section 9.6:** House Manger wording changes

9.6 c) “Be responsible for the cleanliness of all internal areas of the Club” changed to “Be responsible for the cleanliness and presentation of associated spaces”

9.6 d) “where” changed to “when”

2018	c) d)	Be responsible for the cleanliness of all internal areas of the Club. Co-opt members to assist where necessary.
2024	c) d)	Be responsible for the cleanliness and presentation of associated spaces. Co-opt members to assist when necessary.

**Section 12.2:** The position of Teams Coordinator removed as a formal member of the Tournament Committee

2018	12.2	The Tournament Committee shall consist of eight members including the President, Tournament Manager, Club Masterpoint Secretary, Teams Coordinator and shall include at least three tournament directors and not more than four members of the Management Committee.
2024	12.2	The Tournament Committee shall consist of eight members including the President, Tournament Manager, Club Masterpoint Secretary, and shall include at least three tournament directors and not more than four members of the Management Committee.

**Various:** “club” changed to “Club” where appropriate