

# Rules of Marlborough Cricket Association (Incorporated)

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Under the Incorporated Societies Act 1908

As adopted on 14<sup>th</sup> February 2018

# Contents

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<b>Rules of Marlborough Cricket Association (Incorporated)</b>	<b>4</b>
<b>Part I: Objects and Powers</b>	<b>4</b>
<b>1. Introduction</b>	<b>4</b>
1.1 Name	4
1.2 Registered Office	4
1.3 Status	4
1.4 Affiliation	4
<b>2. Objects and Powers</b>	<b>4</b>
2.1 Objects	4
2.2 Powers	5
2.3 Independent Construction	6
2.4 Amateur Cricket	6
2.5 Involvement in Professional Cricket for the Advancement of the Amateur Game	7
2.6 No Pecuniary Profit	7
<b>Part II: Membership and Office Holders</b>	<b>8</b>
<b>3. Membership</b>	<b>8</b>
3.1 Members	8
3.2 Membership Applications	8
3.3 Requirements of Members	8
3.4 Acknowledgements by Members	8
3.5 Cessation of Membership	9
<b>4. Associate Organisations</b>	<b>9</b>
<b>5. Life Membership, Honorary Membership and Honorary Cricket Membership</b>	<b>9</b>
5.1 Life Membership	9
5.2 Honorary Cricket Membership	10
5.3 Participation at General Meetings	10
<b>6. Officers</b>	<b>10</b>
6.1 Officers	10
6.2 Office of Patron	10
6.3 Office of President	10
<b>Part III: Meetings</b>	<b>11</b>
<b>7. General Meetings</b>	<b>11</b>
7.1 Annual General Meetings	11
7.2 Special General Meetings	11
7.3 Attendance	11
7.4 Voting	12
7.5 Role of the Chairperson	12
7.6 Quorum	12
7.7 Order of Business	12
<b>Part IV: Board</b>	<b>13</b>
<b>8. Board of Directors</b>	<b>13</b>

8.1	Number	13
8.2	Election of Directors	13
8.3	Application for election as a Director	13
8.4	Appointments Panel	14
8.5	Co-opted Director	14
8.6	Election of the Chairperson	14
8.7	Forfeit	14
8.8	Quorum	14
8.9	Attendees at Board Meetings	14
8.10	Expenses	14
8.11	Method of meeting	14
8.12	Written Resolutions	15
8.13	Eligibility	15
8.14	Removal of the Board	15
<b>9.</b>	<b>Duties and Powers of the Board</b>	<b>16</b>
9.1	Duties	16
9.2	Powers of the Board	16
9.3	Board consent required for certain matches	17
9.4	Disputes	17
	<b>Part V: Administration and Miscellaneous</b>	<b>18</b>
<b>10.</b>	<b>Player Administration</b>	<b>18</b>
10.1	Player Disqualification	18
<b>11.</b>	<b>Finance, Annual Report and Audit</b>	<b>18</b>
<b>12.</b>	<b>Alteration of the Rules</b>	<b>18</b>
<b>13.</b>	<b>Indemnity</b>	<b>18</b>
13.1	Indemnity	18
13.2	Insurance	19
<b>14.</b>	<b>Winding Up</b>	<b>19</b>
<b>15.</b>	<b>Administration</b>	<b>19</b>
15.1	Common Seal	19
15.2	Colours	19
<b>16.</b>	<b>Transitional Provisions</b>	<b>19</b>
<b>17.</b>	<b>Definitions and interpretation</b>	<b>19</b>
17.1	Definitions and interpretation	19
17.2	Interpretation	21
	<b>Schedule 1 – Members (Rule 3)</b>	<b>23</b>
	<b>Schedule 2 – Appointments Panel (Rule 8.4)</b>	<b>24</b>
	<b>Schedule 3 – Transitional Provisions (Rule 16)</b>	<b>26</b>

# Rules of Marlborough Cricket Association (Incorporated)

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## Part I: Objects and Powers

### 1. Introduction

#### 1.1 Name

The name of the incorporated society shall be “Marlborough Cricket Association (Incorporated)” (**Marlborough Cricket**).

#### 1.2 Registered Office

The registered office of Marlborough Cricket shall be at such place or places as determined by the Board of Directors of Marlborough Cricket (the Board) and as notified to the Registrar of Incorporated Societies from time to time.

#### 1.3 Status

Marlborough Cricket is an incorporated society established under the Incorporated Societies Act 1908 (the Act).

#### 1.4 Affiliation

Marlborough Cricket is the governing body for the sport of cricket in the Marlborough District and is recognised as such by the Central Districts Cricket Association Incorporated (CD Cricket) and New Zealand Cricket, both of which Marlborough Cricket is a full member of and affiliated to.

## 2. Objects and Powers

### 2.1 Objects

The objects of Marlborough Cricket are to:

- (a) control, manage and be responsible for the guardianship, promotion and administration of cricket in the Marlborough District;
- (b) control all Marlborough Cricket representative teams playing inside or outside of the Marlborough District;
- (c) foster, encourage and assist in the development of cricket played between members throughout the Marlborough District;
- (d) establish and promulgate rules, playing conditions and regulations for the playing of cricket in the Marlborough District, including rules for the conduct and regulation of the game under the management and control of the members and to be bound by the Laws of Cricket published from time to time by NZC, the International Cricket Council and/or the Marylebone Cricket Club;
- (e) foster and encourage participation in and support for cricket by all players and supporters of the game at all levels in the Marlborough District;
- (f) arrange and participate in Cricket matches within New Zealand;
- (g) represent Marlborough Cricket and its members at the NZC & CD Cricket level and to affiliate with and be bound by the rules of NZC, CD Cricket and its respective successors

and/or any other international cricket organisation the membership of which the Board deems to be in the best interests of Marlborough Cricket;

- (h) encourage and promote cricket as an activity which promotes the health and safety of all participants, including one which respects the principles of fair play and is free from performance-enhancing and illegal drugs; and
- (i) generally do all things whatsoever for the benefit of cricket which may be deemed expedient or which may be directly or indirectly incidental or ancillary to the objects of Marlborough Cricket **PROVIDED HOWEVER** that these Objects shall in no way limit the rights and powers conferred upon societies incorporated under the Act.

## 2.2 Powers

Subject to Rule 2.4, Marlborough Cricket has all the powers of a natural person to give effect to the objects (under Rule 2.1) to the maximum extent permitted by law, including the power to:

- (a) purchase, lease, hire or otherwise acquire and hold real and personal property, rights and privileges which Marlborough Cricket may think necessary for the attainment of any of its objects or generally promoting, carrying on and fostering the game of cricket;
- (b) sell, lease, mortgage, charge or otherwise dispose of any of the property of Marlborough Cricket and to grant such rights and privileges thereover in such manner as the Board may from time to time deem necessary and proper;
- (c) control and raise money, including the power to borrow money by way of bank overdraft or otherwise for the purposes of Marlborough Cricket, and to secure the payment thereof by way of mortgage or charge over all or any part of the real or personal property of Marlborough Cricket, or by debenture or bonds payable to bearer or otherwise, and either secured by mortgage in favour of trustees or otherwise;
- (d) raise money by subscriptions, levies, gate charges or otherwise and to invest the funds of Marlborough Cricket upon such securities and upon such terms and conditions as may from time to time be determined by the Board;
- (e) make regulations and by-laws for the governance, control and management of Marlborough Cricket and to establish and maintain an effective management system in order to implement the objects;
- (f) adopt, make, repeal and amend by-laws and regulations (including a code of conduct) as it thinks expedient for the management of Marlborough Cricket or for the furtherance of the objects, including rules and regulations to govern and/or restrict anti-doping violations or the use of any drugs or other substances;
- (g) invest any of the property, assets and income in a manner appropriate for a professional trustee operating under New Zealand law;
- (h) open and operate in the name of Marlborough Cricket such banking accounts as deemed necessary;
- (i) establish, maintain and have an interest in corporate or other entities to carry on and conduct all or any part of the affairs of Marlborough Cricket in New Zealand or elsewhere and for that purpose, to utilise any of the assets of or held on behalf of Marlborough Cricket;
- (j) make, repeal and amend rules for the regulation and control of any competition or matches under its jurisdiction;

- (k) enter into any partnership, joint venture or other agreement for the conduct of any activity and the sharing of surplus resources, and to co-operate with any person or persons or body corporate carrying on or about to carry on any business or transaction;
- (l) enter into any agreement, contract or arrangement in the name of and on behalf of Marlborough Cricket for sharing profits, or for mutual assistance with any member, person or persons or body corporate which it may seem to the Board is capable of directly or indirectly benefiting Marlborough Cricket;
- (m) consider and adjudicate upon all disputes between members and affiliates and all matters, whether of misconduct or otherwise arising out of the playing, control, organisation or administration of cricket in Marlborough and to adjudicate on any appeals referred to it;
- (n) subscribe to, or otherwise acquire, hold and deal with, shares, debentures, or other securities of any kind and to sell, or dispose of, any interest in any securities;
- (o) enter into any arrangements with any Local Authority, Government or authority and to obtain from any Local Authority, Government or authority, any rights, privileges and concessions and to exercise any such rights, privileges and concessions;
- (p) apply for, promote, and obtain any statute, order, regulation, or other authorisation or enactment; and to oppose any bills, proceedings, or applications;
- (q) undertake and execute any trusts and make gifts whether for charitable or benevolent purposes or otherwise;
- (r) develop, apply for, purchase, or otherwise acquire any Intellectual Property Rights, and to use, exploit, exercise, develop, or grant licences in respect of such Intellectual Property Rights on such terms and conditions as Marlborough Cricket thinks fit;
- (s) encourage and promote the adoption of modern turf management of playing surfaces of whatever kind used for the playing of cricket in Marlborough;
- (t) admit new members in accordance with the provisions of Rule 3.2 and to terminate membership in accordance with Rule 3.5;
- (u) in conjunction with members, define from time to time the responsibilities of the members; and
- (v) impose any penalty upon any member or members thereof which are found guilty of breaching any of the rules, by-laws, (including any code of conduct) made by the Board (excluding anti-doping violations), or of refusing to give effect to any resolution passed by the Board or at any General Meeting.

## **2.3 Independent Construction**

The objects and powers set out in these Rules are to be constructed independently and are not to be limited by reference to any other objects or powers recorded in these Rules. Each of the objects and powers set out in these Rules are independent objects and powers of Marlborough Cricket.

## **2.4 Amateur Cricket**

Marlborough Cricket is incorporated for the purpose of governing and promoting amateur cricket for the recreation or entertainment of the general public in the Marlborough District. The capacity of Marlborough Cricket to carry on any business or activity, do any act, or enter into any transaction, is restricted to any business, activity, act or transaction carried on, undertaken, done or entered into in accordance with, or in seeking to achieve, this purpose, or which is conducive or incidental to this purpose.

## **2.5 Involvement in Professional Cricket for the Advancement of the Amateur Game**

Marlborough Cricket's capacity to carry on any business or activity, do any act and enter into any transactions outlined in Rule 2.4, includes the capacity to:

- (a) undertake cricket activities and competitions in which paid players and paid officials participate;
- (b) solicit licensing of brands; and
- (c) seek sponsorship.

## **2.6 No Pecuniary Profit**

Nothing in these Rules shall permit Marlborough Cricket to use its funds, or make its funds available, to be used for the private pecuniary profit of any member or any person associated with any member. For the avoidance of doubt, the term **Private Pecuniary Profit** does not include remuneration or payments for services which are rendered reasonable and amounts only to what would be paid in an arm's-length transaction (being the open market value).

This Rule 2.6 applies, notwithstanding any other provision of these Rules to the contrary and its effect must not be removed from these Rules and must be included in any alteration of, addition to or revision of these Rules.

## Part II: Membership and Office Holders

### 3. Membership

#### 3.1 Members

The membership of Marlborough Cricket shall be open to and consist of affiliated clubs and individuals comprised as follows:

- (a) Affiliated cricket clubs domiciled and playing within the Marlborough District
- (b) Members of the above clubs who shall, by virtue of such membership, be deemed to be members of Marlborough Cricket
- (c) Associate members being those individuals not belonging to any particular cricket club but who wish to retain an interest in and support the objects of Marlborough Cricket by payment of an annual affiliation fee set at a general meeting
- (d) Life members and honorary members of Marlborough Cricket

#### 3.2 Membership Applications

Applications for membership of Marlborough Cricket shall be made in writing to Marlborough Cricket. Applicants shall supply such particulars as are requested by the General Manager (or his or her nominee). All conforming applications shall be submitted to the Board which must consult with the Members following which the Board shall make a recommendation to a General Meeting for approval.

Any application for a merger of Members shall be treated as a new application for membership as a single member. The process for such application shall accordingly be as specified above for an application for membership. On approval of such application by the members at a general meeting, the register of members shall be updated to reflect the new member and the pre-merger members shall be removed.

#### 3.3 Requirements of Members

All members shall comply with:

- (a) the directives and requirements of the Board insofar as those relate to the administration of cricket under the direct jurisdiction of Marlborough Cricket throughout the Marlborough District and New Zealand; and
- (b) these Rules, together with the Competition Rules, Playing Conditions and Regulations (if any) as laid down by Marlborough Cricket, NZC and/or the International Cricket Council and the Laws of Cricket as published from time to time by the Marylebone Cricket Club and/or the International Cricket Council.

Upon request, all member clubs shall supply to Marlborough Cricket a copy of their:

- (c) rules and any such amendments as are made from time to time; and
- (d) register of members.

#### 3.4 Acknowledgements by Members

Members acknowledge and agree that:

- (a) they are bound by these Rules;
- (b) they shall comply with and observe these Rules and any determination, resolution or policy which may be made or passed by the Board;
- (c) they are subject to the jurisdiction of Marlborough Cricket;



- (d) these Rules are necessary and reasonable for promoting the objects;
- (e) these Rules are made in the pursuit of a common object, namely the mutual and collective benefit of Marlborough Cricket, its members and cricket; and
- (f) they are entitled to all benefits, advantages, privileges and services of membership as conferred by these Rules.

### 3.5 Cessation of Membership

Any member shall cease to be a member of Marlborough Cricket by:

- (a) resignation by notice in writing to the General Manager, but shall remain liable to Marlborough Cricket for all moneys owing and unpaid at the date of resignation; or
- (b) a decision of the Board where it is satisfied after reasonable enquiry that the member is unable to comply with these rules.

Any member who ceases to be a member of Marlborough Cricket following a decision of the Board under Rule 3.5(b) may appeal the decision to the next Annual General Meeting.

If in advance of the Annual General Meeting the affected member is unable to provide sufficient notice of its appeal to comply with the notification of requirements of Rule 7.7, the member may appeal the decision to a Special General Meeting requisitioned by it within thirty (30) days of the Board's original decision. Failing this, the member's right of appeal shall be exhausted.

The appeal shall be allowed if an ordinary resolution at the Annual General Meeting or the Special General Meeting is in favour of the appeal.

## 4. Associate Organisations

Any cricket organisation or individual other than a member may apply to Marlborough Cricket to be recognised as an **associate member or organisation**.

Applications for recognition as an associate member or organisation shall be made in writing to Marlborough Cricket. Applicants shall supply such particulars as are requested by the General Manager. All conforming applications shall be submitted to the Board which may in its discretion accept or refuse any such application.

A delegate of each associate member or associate Organisation may attend any General Meeting and take part in any discussion at such General Meeting but shall not be entitled to move or second motions or to vote.

Associate members and organisations as at the date of these Rules are as set out in Schedule 1.

## 5. Life Membership, Honorary Membership and Honorary Cricket Membership

### 5.1 Life Membership

- (a) The Board may recommend to a General Meeting any person who has made an outstanding contribution to Marlborough Cricket for consideration as a **Life Member**.
- (b) Any Member club may nominate to the Board, in writing, any person for consideration as a Life Member.
- (c) Life Membership may be awarded or terminated by a decision of the Board approved by an Ordinary Resolution in a General Meeting.

## 5.2 Honorary Cricket Membership

- (a) The Board may appoint any person who has made a significant contribution to Marlborough Cricket as an Honorary Cricket Member
- (b) Any club can nominate a person who has made a significant contribution to Marlborough Cricket for consideration by the Board for Honorary Membership
- (c) The membership of an Honorary Cricket Member may be awarded or terminated by a decision of the Board approved by an ordinary resolution at a General Meeting.

## 5.3 Participation at General Meetings

Life members and honorary cricket members may attend any general meeting and take part in any discussion but shall not be entitled to move or second motions or to vote.

# 6. Officers

## 6.1 Officers

The officers of Marlborough Cricket shall comprise:

- (a) a Patron; and
  - (b) a President,
- (each an **officer**, together **officers**).

## 6.2 Office of Patron

- (a) Any member may nominate to the Board any person for consideration as Patron. The Board shall consider such nominations and recommend to the Annual General Meeting a person for election as Patron of Marlborough Cricket.
- (b) The Patron shall be elected at the Annual General Meeting and, subject to Rule 6.2(c) shall hold office for a single five (5) year term.
- (c) The Patron shall be eligible for re-election for one further term of five (5) years, where it is considered to be in the best interests of Marlborough Cricket that the individual holding the position of Patron should continue in that role for a further term.
- (d) If the office of Patron becomes vacant prior to the Annual General Meeting, the Board may make a temporary appointment to the office of Patron which office shall be held until the next Annual General Meeting and shall allow the nomination and recommendation process of Rule 6.2(a) to take place.

## 6.3 Office of President

- (a) Any member may nominate to the Board any natural person for consideration as President. The Board shall consider such nominations and recommend to the Annual General Meeting a person for election as President of Marlborough Cricket.
- (b) The President shall be elected at the Annual General Meeting and, subject to Rule 6.3(c), shall hold office for a single three (3) year term.
- (c) The President shall be eligible for re-election for one further term of three (3) years where it is considered to be in the best interests of Marlborough Cricket that the individual holding the position of President should continue in that role for a further term.
- (d) If the office of President becomes vacant prior to an Annual General Meeting, if it considers it appropriate to do so, the Board may make a temporary appointment to the office of President which office shall be held until the next Annual General Meeting and shall allow the nomination and recommendation process of Rule 6.3(a) to take place.

## Part III: Meetings

### 7. General Meetings

#### 7.1 Annual General Meetings

The Annual General Meeting of Marlborough Cricket shall be held annually at such time and place as the Board shall decide but not later than the 31<sup>st</sup> July in each year.

The General Manager or his or her nominee shall give at least thirty (30) days written notice of the meeting to all members and affiliates.

If an Annual General Meeting follows within three (3) months of the First General Meeting, neither Rule 8.2 nor Rule 8.3 shall apply to that Annual General Meeting.

#### 7.2 Special General Meetings

All general meetings of members and affiliates other than the Annual General Meeting are Special General Meetings.

The General Manager or his or her nominee shall convene a Special General Meeting:

- (a) at the request of the Board;
- (b) upon receipt of a written requisition by at least 66% of affiliated member clubs; or
- (c) upon the written requisition of the affected member, if the third paragraph of Rule 3.5 applies.

Such requisition shall set forth the purpose of the proposed Special General Meeting. Subject to paragraph (b) (i) of Schedule 3, the relevant Special General Meeting shall be held within twenty one (21) days of receipt by the General Manager of the request or requisition.

The General Manager or his or her nominee shall give written notice to all members and affiliates of all business proposed to be brought before any Special General Meeting at least fourteen (14) days prior to the date of such meeting. No business other than that notified pursuant to this Rule may be brought before or transacted at a Special General Meeting.

All the rules applicable to the Annual General Meeting shall, where not inconsistent, apply to a Special General Meeting.

#### 7.3 Attendance

A General Meeting shall consist of:

- (a) delegates appointed by member clubs
- (b) the officers;
- (c) the life Members, honorary cricket members and the General Manager together with such members of the senior management team of Marlborough Cricket as the General Manager may require; and
- (d) any Board Director.

The Patron, President, Directors, General Manager and any member of the senior management team of Marlborough Cricket shall not be eligible to act as a delegate of a member.

No delegate shall be entitled to act as a delegate for more than one member, at the same meeting.

Members shall advise the General Manager of the names of the delegate (s) representing them prior to the commencement of any general meeting.

## **7.4 Voting**

Only delegates are entitled to vote at a general meeting. Those listed in Rule 7.3(b)-(d) are not permitted to exercise any voting rights, including proposing or seconding motions at a general meeting.

The voting rights are as follows (see rule 17 for definitions):

- (a) each affiliated & financial Tier 1 Member Club shall be entitled to three (3) votes.
- (b) Each affiliated & financial Tier 2 Member club shall be entitled to two (2) votes
- (c) each affiliated & financial Tier 3 member club shall be entitled to one (1) vote

Unless stated otherwise, all matters to be determined by members at a general meeting shall be determined by ordinary resolution.

## **7.5 Role of the Chairperson**

At all general meetings the chair will be taken by the President, but if the President is not present, able or willing to take the chair then the board may nominate another person to take the chair and the delegates present and entitled to vote shall vote to approve the appointment of the nominee to take the chair for such meeting.

## **7.6 Quorum**

At general meetings a quorum shall be achieved when 66% of eligible voting members are present. No business may be conducted at a general meeting if a quorum is not present.

## **7.7 Order of Business**

The order of business of the Annual General Meeting shall be to:

- (a) receive and adopt the Annual Report;
- (b) receive and adopt the audited Statement of Financial Performance and Statement of Financial Position for the previous financial year;
- (c) elect officers and life members;
- (d) elect directors;
- (e) appoint an Auditor;
- (f) consider any business or proposed resolution of which notice has been given; and
- (g) transact any general business.

The General Manager shall supply to each member and affiliate an order of business for the Annual General Meeting including a copy of the Annual Report and the Statement of Financial Performance and Statement of Financial Position at least fourteen (14) days prior to the date of the Annual General Meeting.

Any member requiring any business to be discussed or any resolution to be considered at the Annual General Meeting shall give notice in writing to the General Manager of such business or such resolution at least twenty one (21) days prior to the date of the Annual General Meeting.

## Part IV: Board

### 8. Board of Directors

#### 8.1 Number

The Board shall, subject to the provisions of Rule 8.5, consist of no less than five (5) and up to seven (7) directors elected pursuant to Rule 8.2 or appointed pursuant to Rule 8.5.

#### 8.2 Election of Directors

Directors shall be elected by the members at an Annual General Meeting from candidates recommended by the Appointments Panel in accordance with Rule 8.4.

At each Annual General Meeting at least two (2) of the existing directors (together with any co-opted director appointed under Rule 8.5) shall retire by rotation but shall be eligible for nomination and re-election in accordance with these Rules. Those to retire shall be those who have been longest in office since they were last elected. Where no two (2) existing directors have been in office longer than other directors, the Board shall determine the order of retirement of directors by rotation amongst themselves. For clarity, the Board may consider time served by relevant directors before the date of these Rules when determining the order of retirement of directors by rotation.

Prior to each Annual General Meeting the Board shall supply to the General Manager (who shall advise all members and affiliates) a schedule of the order of retirement of directors by rotation.

Directors elected or re-elected after the date of these Rules shall hold office for a term of three (3) years. Directors shall be eligible for re-election for up to two (2) further terms.

No director may serve for more than nine (9) consecutive years from the date of these Rules, unless:

- (a) there are exceptional circumstances which warrant the re-election of the director for a further term or terms; and
- (b) such exceptional circumstances are notified to the Appointments Panel by the nominee of such director or the director themselves at the time re-election for any such further term is sought and, if the relevant director is recommended by the Appointments Panel, also notified to members at the Annual General Meeting where any resolution to re-elect the relevant director for such further term is to be an order of business.

#### 8.3 Application for election as a Director

The General Manager (or his or her nominee) shall:

- (a) call for nominations for directors from members; and
- (b) commence public notification seeking applications as a director, at least sixty (60) days prior to the date of the Annual General Meeting.

Any such nomination or application shall be made in writing and shall be received by the General Manager (or his or her nominee) at least thirty (30) days prior to the date of the Annual General Meeting.

The General Manager (and/or his or her nominee) shall treat all nominations and applications as confidential and shall not review or disclose the details of such nominations or applications other than as may be required to facilitate the operation of the Appointments Panel pursuant to these Rules.

Where an individual is nominated by a member or an application is submitted by someone other than the individual, the individual must have agreed in writing to such application or nomination.

#### **8.4 Appointments Panel**

The Appointments Panel shall be convened and administered in accordance with Schedule 2.

#### **8.5 Co-opted Director**

(a) Subject to Rule 8.5(b), if:

- (i) any director dies, resigns or forfeits their position; or
- (ii) the Appointments Panel does not recommend a candidate for election to fill a Board vacancy; or
- (iii) the members do not elect as a director any candidate recommended by the Appointments Panel,

then the Board may, but shall not be obliged to, appoint a replacement director (**co-opted director**).

(b) The term of office for any co-opted director shall automatically expire at the conclusion of the next Annual General Meeting unless the third paragraph of Rule 7.1 applies, in which case the term of office for any co-opted director shall extend until the subsequent Annual General Meeting.

#### **8.6 Election of the Chairperson**

The Chairperson shall be elected annually by the Board immediately after the Annual General Meeting and shall hold office until the first meeting of the Board after the next Annual General Meeting, unless the Board chooses to replace the Chairperson between Annual General Meetings.

#### **8.7 Forfeit**

Any director who fails to attend two (2) consecutive meetings of the Board without leave of absence shall forfeit their seat on the Board.

#### **8.8 Quorum**

Four (4) directors shall form a quorum at meetings of the Board.

No business may be transacted by the Board if a quorum is not present.

#### **8.9 Attendees at Board Meetings**

The General Manager shall be entitled to attend and speak at all meetings of the Board but shall have no vote, but at the request of the Chairperson, the General Manager shall be required to leave any meeting of the Board so that it may carry out its business without him/her in attendance.

#### **8.10 Expenses**

The Board may, by majority vote, reimburse Board members for their actual and reasonable expenses incurred in the conduct of Marlborough Cricket business

#### **8.11 Method of meeting**

A meeting of the Board may be held by the contemporaneous linking together by telephone or other means of communication of the directors constituting a quorum, whether or not any one or more of the directors are absent from New Zealand and such meeting shall be deemed to be properly held provided the following conditions are met:

- (a) all the directors entitled to receive notice of a meeting of the directors, shall have received notice of the meeting and be entitled to be linked by telephone or such other means of communication for the purposes of such meeting;

- (b) each of the directors taking part in the meeting by telephone or other means of communication must throughout the meeting be able to hear or communicate to each of the other directors taking part;
- (c) at the commencement of the meeting each director must acknowledge his or her presence for the purpose of a meeting of the Board to all the other directors taking part;
- (d) a director may not leave the meeting by disconnecting the telephone or other means of communication unless he or she has previously obtained the express consent of the Chairperson of the meeting or there is a communications or other technology failure such that the relevant director is unable to comply with Rule 8.11(b); and
- (e) a director shall be presumed to have been present and to have formed part of the quorum at all times during the meeting by telephone or other means of communication unless he or she has previously obtained the express consent of the Chairperson of the meeting to leave the meeting or there is a communications or other technology failure such that the relevant director is unable to comply with Rule 8.11(b).

## **8.12 Written Resolutions**

A resolution in writing, signed or assented to by facsimile, or other form of visible or other electronic communication by all the directors shall be as valid and effectual as if it had been passed at a meeting of directors. Any such resolution may consist of several documents in like form each signed by one or more directors.

## **8.13 Eligibility**

No director can hold the position of an employee or contractor of a Member; or an employee or contractor of Marlborough Cricket, and the following persons are disqualified from being appointed or elected as a director:

- (a) a person who is under eighteen (18) years of age;
- (b) an undischarged bankrupt;
- (c) a person who has been convicted of any offence and has been sentenced to a term of imprisonment or home detention of three (3) months or more unless that person has obtained a pardon or has served the sentence or otherwise suffered the sentence imposed upon that person;
- (d) a person who is prohibited from being a director of, or being concerned with or taking part in the management of, an incorporated or unincorporated body under the Companies Act 1993, the Securities Act 1978, the Securities Markets Act 1988 or the Takeovers Act 1993;
- (e) a person who is subject to a property order made under section 30 or section 31 of the Protection of Personal and Property Rights Act 1988; or
- (f) a person who is mentally incapable as defined in the Protection of Personal and Property Rights Act 1988.

## **8.14 Removal of the Board**

The members can seek the removal of the Board by requisitioning a Special General Meeting in accordance with Rule 7.2. The Board can be removed from office by a Special Resolution passed at a requisitioned Special General Meeting. The General Manager must give at least twenty (20) days' notice to the Board of the meeting at which a motion for removal from the Board is to be considered.

Any Special Resolution to remove the Board which is proposed at a Special General Meeting must also propose amendments to the transitional provisions in Schedule 3 of these Rules to allow for the appointment of new directors to replace the Board so that at all times there remains a quorate Board.

## **9. Duties and Powers of the Board**

### **9.1 Duties**

The Board shall be the Executive of Marlborough Cricket and shall manage the affairs of Marlborough Cricket and shall control its finances and shall have a duty to:

- (a) appoint a General Manager of Marlborough Cricket and enter into an employment contract with such remuneration and on such terms and conditions as the Board shall think fit;
- (b) adopt and regularly review a strategic plan for Marlborough Cricket which shall include goals, objectives and the strategic direction for cricket, and measures of short term and long term success. Any strategic plan for Marlborough Cricket shall be circulated to members for comment, at least twenty (20) Days prior to the meeting of the Board at which it is to be considered for adoption;
- (c) review annually Marlborough Cricket's strategic direction to ensure that issues of significant importance to Marlborough Cricket are brought before the Board on a regular and scheduled basis;
- (d) develop, in consultation with the members, a skills and competencies framework highlighting the range of skills, competencies and experience the Board should have and update and revise that framework from time to time as deemed reasonably necessary;
- (e) develop, adopt and regularly review an Appointments Panel Conflicts Protocol;
- (f) adopt an annual plan and budget for financial performance and to monitor results against the annual plan and budget;
- (g) adopt clearly defined delegations of authority from the Board to the General Manager and determine a process for confirming delegations from the General Manager;
- (h) determine the processes to apply in respect of the appointment of selectors, managers and captains of Marlborough Cricket teams;
- (i) ensure that Marlborough Cricket meets its national obligations;
- (j) ensure that Marlborough Cricket has in place all the necessary internal reporting systems and controls together with the means of monitoring its performance and results;
- (k) regularly agree performance indicators and standards within management;
- (l) Agree and review target numbers for junior programmes to be included in long term and annual development plans
- (m) review its own processes and effectiveness; and
- (n) generally, carry out any activity that furthers and advances the purposes and objects and in this regard to deal with any matter not specifically provided for in these Rules.

### **9.2 Powers of the Board**

The Board shall have, in addition to and without derogating therefrom all such administrative powers as may be necessary for properly carrying out the objects, the following particular powers and authorities to:



- (a) appoint sub-committees from within its own number or otherwise and to delegate to them such powers and responsibilities as it shall determine. The sub-committees shall report as directed by the Board. The Chairperson or a director nominated by him or her shall have the right to attend any meeting of any sub-committee;
- (b) hold an enquiry or appoint a person or persons to hold an enquiry into and impose such punishment as it thinks fit in case of misconduct (excluding anti-doping violations) by any team, player or official while under the direct control of Marlborough Cricket or for such other reason as the Board shall decide. For the purposes of such enquiry to summon witnesses to appear and give evidence and in the event of failure or refusal to attend to impose such penalty as the Board may consider fit;
- (c) fill any vacancy on the Board which may occur by death, resignation or otherwise of a director in accordance with Rule 8.5;
- (d) except for anti-doping violations, which shall be dealt with by the Sports Tribunal of New Zealand, the Board or its nominee shall have the power to enquire into the conduct of any member, club, team, official or player affiliated to, or under the control of, Marlborough Cricket and shall have power to impose any penalty affecting their participation in the game of cricket, including disqualification, which the Board or the nominee may consider fit whether or not any penalty shall have previously been imposed by any other authority. The Board or its nominee shall properly take into account the imposition of any penalty already imposed but in any event any penalty imposed by the Board or its nominee shall at the discretion of the Board be enforced and carried out by all members, clubs and teams which are members of, or affiliated to, Marlborough Cricket or under the control of Marlborough Cricket
- (e) call Special General Meetings; and
- (f) to levy members for any moneys required to finance Marlborough Cricket and such levy shall be paid in such manner and at such time as shall be determined by the Board

If any case should occur which is not, or which in the opinion of the Board is not, provided for by these Rules, it shall be determined by the Board in such manner as it shall think fit, and it may (if it thinks fit to do so) report the case with its decision to a general meeting.

### **9.3 Board consent required for certain matches**

- (a) Subject to the overriding discretion of the Board, no member shall be entitled to select for any competitive match under the control or jurisdiction of Marlborough Cricket or of any member, any cricketer who is precluded from playing cricket on the grounds set out in Rule 10.1.

### **9.4 Disputes**

- (a) Subject to Rule 9.4(b), if any dispute arises out of the interpretation of these Rules or any matter arises which is not provided for in these Rules, then such dispute or matter shall be referred in writing to the Board, whose decision shall be final and binding.
- (b) If the dispute or matter in Rule 9.4(a) is between the Board and a member, or between any one (1) or more directors, ("the parties") the dispute or matter shall be resolved by the following process:
  - (i) by the parties acting in good faith to seek an agreement; or failing such agreement,
  - (ii) by a party or the parties appointing an independent third person to mediate between them; or failing agreement at such mediation,
  - (iii) by referring the dispute or matter to CD or NZC

## Part V: Administration and Miscellaneous

### 10. Player Administration

#### 10.1 Player Disqualification

- (a) No player who has been reported to the Board as having been suspended or disqualified by any member club, by NZC or during the term of any disqualification by any anti-doping authority of competent jurisdiction, shall be selected for any match under the jurisdiction of Marlborough Cricket or of any member without the consent of the Board or until such suspension or disqualification is removed.
- (b) In addition to any other penalty provided for by these Rules, a member which commits a breach of this Rule shall, if the Board so decides, be liable to forfeit all matches in which a suspended or disqualified player takes part.

### 11. Finance, Annual Report and Audit

- (a) The financial year of Marlborough Cricket shall end on the 30<sup>th</sup> April in each year and may be altered from time to time by Ordinary Resolution at an Annual General Meeting.
- (b) A report of the year's activities together with a Statement of Financial Performance and a Statement of Financial Position shall be prepared by the Board for presentation to the Annual General Meeting.
- (c) The Statement of Financial Performance and the Statement of Financial Position shall be subject to audit or a review prior to the Annual General Meeting. The scope of any review shall be in accordance with Statement of Review Engagements (RS-1) issued by the External Reporting Board.
- (d) The audit or review shall be carried out by a practicing chartered accountant.
- (e) The Board shall set and / or alter affiliation fees, charges or levies it deems necessary at the first meeting of the Board following the Annual General Meeting of Marlborough Cricket and shall fix the date by which any affiliation fees, charges or levies shall be paid.

### 12. Alteration of the Rules

These Rules may be altered, repealed or replaced by a special resolution (of which notice has been given in accordance with these Rules) passed at a general meeting.

### 13. Indemnity

#### 13.1 Indemnity

Marlborough Cricket shall indemnify its directors, officers, and employees against all damages and costs (including legal costs) for which any such director, officer, or employee may be, or become, liable to any third party as a result of any act or omission, except wilful misconduct:

- (a) in the case of a director or officer, performed or made whilst acting on behalf of and with the authority, express or implied, of the Board; and
- (b) in the case of an employee, performed or made in the course of, and within the scope of their employment by Marlborough Cricket.

## 13.2 Insurance

Marlborough Cricket may effect and/or procure insurance for itself and each director, officer and employee of Marlborough Cricket (whether past or present) in respect of any cost, claim, expense, loss or liability incurred in connection with any act or omission in his or her capacity as a director, officer, employee of Marlborough Cricket or otherwise, as the Board may determine.

## 14. Winding Up

Marlborough Cricket shall not be dissolved except upon a motion passed by a 75% majority of the votes recorded at a general meeting called in the manner provided in these Rules. Upon a dissolution any surplus funds available after the payment of all liabilities of Marlborough Cricket shall be distributed to the members in such proportions as the members may resolve at the general meeting which passes the resolution dissolving Marlborough Cricket provided however that no part of the income or other funds of Marlborough Cricket shall be used for the private pecuniary profit of any individual person.

## 15. Administration

### 15.1 Common Seal

The Common Seal of Marlborough Cricket shall be held in the custody of the General Manager and shall be affixed only by resolution of the Board and attested by one director and either the General Manager or another director, and details of every use of the Common Seal shall be entered by the General Manager in a register kept for such purpose.

### 15.2 Colours

The colours of Marlborough Cricket shall be maroon and white, and shall be worn by all players representing Marlborough Cricket. The Board may approve from time to time other colours to be worn by players representing Marlborough Cricket.

## 16. Transitional Provisions

On the adoption of these Rules, the transitional provisions set out in Schedule 3 shall apply until the conclusion of the First General Meeting.

## 17. Definitions and interpretation

### 17.1 Definitions and interpretation

In these Rules, unless the context otherwise requires:

**Act** means the *Incorporated Societies Act 1908*.

**Affiliates** means Officers, Directors, Associate Organisations, Life Members and Honorary Cricket Members.

**Annual General Meeting** means the annual general meeting held pursuant to Rule 7.1.

**Annual Report** means the Annual Report of Marlborough Cricket Association (Incorporated) containing information about the activities, operations, personnel and finances of Marlborough Cricket in the previous year.

**Appointments Panel** means the panel convened pursuant to Rule 8.4 to consider and make recommendations to Members in relation to Board appointments in accordance with Schedule 2.

**Appointments Panel Conflict Protocol** means the protocol to be used by members of the Appointments Panel to assist the Appointment Panel to identify of conflicts of interest that may

arise in conducting the business and performing the duties of the Appointments Panel, and recommending appropriate actions to be taken in a conflict of interest scenario.

**Associate Organisation** means an incorporated or unincorporated organisation or individual associated with cricket recognised by the Board pursuant to Rule 4.

**Board** means the current Directors including any Co-opted Directors.

**Chairperson** means the Chairperson of the Board, elected under Rule 8.6.

**Competition Rules, Playing Conditions and Regulations** means the respective competition rules, playing conditions and regulations relating to the sport of cricket as may be promulgated by or conducted under the auspices of NZ Cricket and/or the International Cricket Council from time to time and each individual term shall have its corresponding meaning.

**Convenor** means the convenor of the Appointments Panel.

**Co-opted Director** means a director appointed under Rule 8.5.

**Current Directors** has the meaning set out in paragraph (a) of Schedule 3.

**Director** means a member of the Board.

**First General Meeting** means the first Special General Meeting following the adoption of these Rules called pursuant to paragraph (b) of Schedule 3.

**Financial (as in rule 7.4 – financial tier member club)** means that no money is owed to MCA

**General Manager** means the General Manager of Marlborough Cricket as appointed by the Board pursuant to Rule 9.1(a).

**General Meeting** means an Annual General Meeting or Special General Meeting.

**Honorary Cricket Member** has the meaning set out in Rule 5.2(a).

**Intellectual Property Rights** means any rights in or to intellectual or industrial property, including any trade or service mark, patent, copyright, moral right, design, trade secret, confidential information and/or know how, in all cases whether arising by common law or by statute.

**International Cricket** means cricket played against representatives of any country (whether this is an International Cricket Council-approved test playing country, or not).

**Life Member** has the meaning set out in Rule 5.1(a).

**Member** has the meaning set out in Rule 3.1.

**Month** means a calendar month.

**NZ Cricket** means New Zealand Cricket (Incorporated) and includes its Officers, employees, Directors and agents.

**Objects** means the objects of Marlborough Cricket stipulated in Rule 2.1.

**Officer** has the meaning set out in Rule 6.1.

**Ordinary Resolution** means a resolution that is approved by a simple majority of the votes cast on behalf of Members entitled to vote and voting on the question.

**Patron** means the person appointed or elected as the patron of Marlborough Cricket from time to time pursuant to Rule 6.2.

**President** means the person elected as the president of Marlborough Cricket from time to time pursuant to Rule 6.3.

**Rules** means the Rules of Marlborough Cricket and all amendments to them from time to time.

**Special General Meeting** means any meeting (other than an Annual General Meeting) of Members entitled to vote on an issue, called at any time at the request of the Board or upon receipt of a written requisition by at least 75% of affiliated member clubs.

**Special Resolution** means a resolution of members approved by a majority of 66% of the votes cast on behalf of members entitled to vote and voting on the question.

**Sport NZ** means Sport New Zealand, the Crown entity responsible for sport and physical recreation in New Zealand.

**Sports Tribunal of New Zealand** means the tribunal established by Sport New Zealand under the Sport and Recreation New Zealand Act 2002 and continued under the Sports Anti-Doping Act 2006 to hear and determine sports related disputes, including appeals.

**Statement of Financial Performance** means the statement of the revenue and expenditure of Marlborough Cricket as at Financial Year End in any year.

**Statement of Financial Position** means the statement of the assets and liabilities of Marlborough Cricket as at Financial Year end in any year.

**Sub-Committee** means a sub-committee of the Board established pursuant to Rule 9.2(a).

**Tier 1 clubs** have at least one team in senior grade plus at least one other team in either 2<sup>nd</sup> or 3<sup>rd</sup> grade, plus a junior section consisting of a minimum of one team in both 4<sup>th</sup> and 5<sup>th</sup> grade

**Tier 2 clubs** have at least one team in 2<sup>nd</sup> or 3<sup>rd</sup> grade plus a junior section consisting of a minimum of one team in 4<sup>th</sup> or 5<sup>th</sup> grade

**Tier 3 clubs** have at least one team in 2<sup>nd</sup> or 3<sup>rd</sup> grade

**Votes** – member clubs with more than one vote must use these votes in the same way on any issue or motion

## 17.2 Interpretation

In these Rules, unless the context otherwise requires:

- (a) the singular in all cases includes the plural and vice versa;
- (b) references to Rules and Schedules are references to rules of and schedules in these Rules unless expressly specified otherwise;
- (c) a reference to a person includes a company, other corporations and also a body of persons (corporate or incorporate);
- (d) where words or expressions are defined, other parts of speech and grammatical forms of that word or expression have corresponding meanings;
- (e) the words “includes”, “including” or “include” must be read and interpreted without limitation;
- (f) any reference to any statute or regulations is a reference to that statute or those regulations as amended or replaced; and
- (g) the headings to these Rules are for convenience of reference only and shall not in any way affect the construction or interpretation of these Rules.

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Celtic Cricket Club

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Picton Cricket Club

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Renwick Cricket Club

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United Country and Vineyard Cricket

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Wairau Cricket Club

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Wairau Valley Cricket Club

# Schedule 1 – Members (Rule 3)

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Affiliate Clubs as at 14<sup>th</sup> February 2018

- Celtic CC
- Picton CC
- Renwick CC
- United Country & Vineyard Cricket
- Wairau Cricket CC
- Wairau Valley CC

Associate Organisations

- Marlborough Dolphins Cricket Club
- Marlborough Falcons Cricket Club
- Marlborough Cricket Umpires & Scorers Association

# Schedule 2 – Appointments Panel (Rule 8.4)

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## 1. Formation of Appointments Panel:

Unless paragraph (j) (i) of Schedule 3 applies, the Appointments Panel:

- (a) must be constituted at least fifty five (55) days prior to the date of the relevant general meeting; and
- (b) holds office until the formation of the new Appointments Panel prior to the next Annual General Meeting.

## 2. Composition

The Appointments Panel must consist of the following members (none of whom may be current directors of Marlborough Cricket) who shall be notified by the Board of their appointment to this office, with the appointment taking effect from the time the Appointments Panel is fully constituted until a new Appointments Panel is formed pursuant to clause 1(b) of this Schedule 2:

- (a) up to one (1) member representative for each affiliated member club as appointed by the members and facilitated by the General Manager. No member of the appointments panel (including the CD appointee) may be seeking election to the board. Clubs may choose not to nominate a representative for the appointments panel but a minimum of three (3) club representatives must be appointed
- (b) one (1) representative nominated by CD Cricket

## 3. Convenor

One of the appointments panel member representatives, as agreed by the appointments panel members, shall act as the Convenor.

## 4. Quorum

A quorum for a meeting of the Appointments Panel is three (3) members. No business may be transacted by the Appointments Panel if a quorum (including the convenor) is not present.

## 5. Purpose

The purpose of the Appointments Panel shall be:

- (a) to consider each nominee and applicant as a director and to recommend to the member clubs and the Annual General Meeting, those individuals it considers appropriate for election to the Board as a director in accordance with Rule 8.2.

## 6. Director Recommendation Process

The General Manager (or his or her nominee) shall provide to each member of the Appointments Panel:

- (a) complete nominations and applications validly received pursuant to Rule 8.3 or paragraph (g) of Schedule 3 without delay following their receipt; and
- (b) the number of Board positions in respect of which such nominees and applicants are to be considered.



Appointments Panel meeting(s) shall be convened by the Convenor each year with sufficient time to consider and evaluate all nominees and applicants as a director, and to provide its recommendations in this regard to the General Manager (or his or her nominee) at least ten (10) days prior to the relevant Annual General Meeting.

The General Manager (or his or her nominee) shall, at least seven (7) days prior to the date of the relevant Annual General Meeting, advise all members of the names of the individuals recommended by the Appointments Panel for election as a director.

The Appointments Panel shall make its recommendations to precisely fill the relevant director positions notified to it by the General Manager (or his or her nominee), unless it concludes that there are insufficient candidates with the requisite skills and experience to meet the needs of Marlborough Cricket, in which case the Board may choose to fill any vacancy pursuant to Rule 8.5.

Any resolution to elect to the Board a candidate recommended by the Appointments Panel must be passed by an Ordinary Resolution at a General Meeting.

Other than as may be required to discharge its obligations to Marlborough Cricket, each member of the Appointments Panel shall treat the information, conduct, proceedings and deliberations of the Appointments Panel as confidential and, subject to clause 10 of this Schedule 2, shall not disclose to any third party details of applicants and nominees it does not recommend for appointment.

## **7. Relevant Considerations for the Director Recommendation Process**

When considering which nominees or applicants to recommend for election to the Board, the Appointments Panel shall consider and have due regard to:

- (a) the skills and competencies framework developed by the Board in consultation with members pursuant to Rule 9.1(d);
- (b) the importance of gender and cultural diversity in the performance of the Board; and
- (c) the importance of having knowledge of Marlborough Cricket while at all times endeavouring to ensure Marlborough Cricket has the best possible Board available.

## **8. Conflicts of interest**

Members of the Appointments Panel shall declare any conflicts of interest and not participate in the consideration of the particular candidate or candidates concerned. Notwithstanding this, members of the Appointments Panel shall comply with the Appointments Panel Conflict Protocol in conducting the business and performing the duties of the Appointments Panel.

## **9. Procedure**

Except as otherwise provided in these Rules, the Appointments Panel will regulate its own procedure.

# Schedule 3 – Transitional Provisions (Rule 16)

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## **First General Meeting - Business**

- (a) Notwithstanding any Rule other than Rule 8.14, the members comprising the Management Committee as at the date of these Rules (**Current Management Committee**) shall continue in office until the First General Meeting whereupon they shall resign or be elected in accordance with paragraph (c) (iii) of this Schedule 3.
- (b) The First General Meeting shall:
  - (i) take place on a date set by the Management Committee, being at least forty (40) days and no more than seventy (70) days from the date of these Rules; and
  - (ii) be brought in relation to the business of the election of five (5) directors to form a quorate Board pursuant to these Rules.
- (c) The order of business for the First General Meeting shall be as follows:
  - (i) the Management Committee will nominate the President to take the chair for the First General Meeting;
  - (ii) vote to appoint the President as the chairperson for the First General Meeting; and
  - (iii) separate resolutions to elect each of the directors recommended by the Appointments Panel to form a quorate Board.
- (d) The Current Management Committee members will resign with effect from the start of the First General Meeting, conditional on the members electing a new and quorate Board at the First General Meeting.
- (e) As soon as practicable after the date for the First General Meeting has been set by the Management Committee, the General Manager (or his or her nominee) shall notify all members and affiliates of the matters set out in paragraph (b) of this Schedule 3. For the avoidance of any doubt, the General Manager (or his or her nominee) may supplement this notice with further information relating to paragraphs (b)(ii) and (c)(iii) of this Schedule 3 (in particular, details of prospective directors) when relevant information is received from the Appointments Panel.

## **First General Meeting – Application for election as a Director**

- (f) To facilitate the business of the First General Meeting, the General Manager (or his or her nominee) shall:
  - (i) call for nominations for directors from members; and
  - (ii) commence advertising for applications as a director,at least fifty five days prior to the date of the First General Meeting.
- (g) Any such nomination or application received pursuant to paragraph (f) of this Schedule 3 shall be made in writing and shall be received by the General Manager (or his or her nominee) at least forty (40) days prior to the date of the First General Meeting.
- (h) The General Manager (or his or her nominee) shall treat all nominations and applications as confidential and shall not review or disclose the details of such nominations or applications other than as may be required to facilitate the operation of the Appointments Panel pursuant to these Rules.

- (i) Where an individual is nominated by a member or an application is submitted by someone other than the individual, the individual must have consented in writing to such application or nomination before it may be considered by the Appointments Panel.

### **First General Meeting – Appointments Panel**

- (j) Following the date of these Rules, the Appointments Panel shall be constituted without delay and shall operate in accordance with Schedule 2, except that:
  - (i) the Appointments Panel may be constituted less than fifty five (55) days before the date of the First General Meeting and in this case shall continue to hold office until the Annual General Meeting following the First General Meeting;
  - (ii) the Board shall only exercise its right of appointment under clause 2(a) of Schedule 2 to appoint a person that is not a current Director ;
  - (iii) the first purpose of the Appointments Panel shall be to consider each nominee and applicant as a director and to recommend to the First General Meeting the individuals the Appointment Panel considers appropriate for election to the Board as a director in accordance with clauses 6 and 7 of Schedule 2, except that the Appointments Panel shall provide such recommendations to the General Manager (or his or her nominee) at least fourteen (14) days prior to the First General Meeting; and
  - (iv) the General Manager (or his or her nominee) shall, at least seven (7) days prior to the date of the First General Meeting, advise all members of the names of the individuals recommended by the Appointments Panel for election as a director.
- (k) For the avoidance of any doubt, the General Manager (or his or her nominee) shall advise the Appointments Panel that for the purposes of the First General Meeting, the Appointments Panel is required to consider candidates for all director positions.

### **Initial Board – Board appointments**

For the initial board only, following election of the club's appointment panel recommended board members, the new board will be responsible for appointing up to two (2) board appointed directors. The board will decide the method for selecting the board appointed directors based on skills lacking from current board and with reference to the board skills and competencies framework document.