



## J. B. SHARP MEMORIAL REGATTA SERIES

*Established 1924*

# Constitution of the J B Sharp Memorial Regatta Series

*Last Rev. 14/04/2016*



### **1. NAME**

“J. B. Sharp Memorial Regatta Series.”

Founded in 1924 by the late John Bennett Sharp of Balmain Rowing Club.

### **2. OBJECTS**

(a) To foster, improve and perpetuate the sport of rowing and sculling through the staging of a winter regatta Series in the Sydney Harbour Catchment.

(b) To promote the ideals of rowing and sculling.

(c) To encourage the participation of beginners in the sport through competition in the regatta Series.

(d) To seek financial support for the Series and its objects.

### **3. MOTTO**

“Committed to growing rowing.” The motto may be featured on stationery.

### **4. CREST**

The crest shall consist of a circular medallion featuring the head of J. B. Sharp surrounded by the words “J. B. SHARP MEMORIAL REGATTA SERIES EST. 1924.” Crossed oars beneath the medallion should be added for embroidery and used on stationery.



### **5. PATRON**

The Patron shall be John Sharp and his successors.

### **6. RELATIONSHIP**

The J. B. Sharp Memorial Regatta Series Committee, through the registration of the competitors and the affiliation of all clubs and schools competing in the Series, shall fall under the umbrella of the Rowing NSW.

The J. B. Sharp Memorial Regatta Series Committee shall be an “Affiliated Kindred Rowing Association” of Rowing NSW Incorporated. The Convener shall act as Delegate to Rowing NSW.

*‘Committed to growing rowing’*

12 Dover Street, Summer Hill, NSW 2130 Australia.

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### **7. AFFILIATES**

Members of the J.B. Sharp Memorial Regatta Series shall be known as 'affiliates' and will consist of 'The Bay Clubs;' being Balmain, Drummoyne, Glebe, Leichhardt and UTS/Haberfield Rowing Clubs, having continuously participated in the Series over the decades.

Affiliates will provide a delegate to the Committee to administer the Series and shall each stage a regatta each year and uphold the objects of the Series. A register of Affiliates will be maintained by the Convener of the series.

### **8. FEES**

Each affiliate must pay a joining fee of \$1 upon becoming an affiliate of the Series. There will be no ongoing or annual fees for affiliates, or competition fees.

### **9. AFFILIATE'S LIABILITIES**

The liability of any affiliate to contribute towards the payment of debts and liabilities of the Series, including any costs, charges and expenses of the winding up of the Series is limited to the amount, if any, unpaid by the affiliate in respect of membership of the Series.

### **10. REGATTA APPEALS AND PROTESTS RESOLUTION**

The Committee shall maintain the regatta program and rules, which shall include the right for the Convener and/or the Committee to deduct points from any rowing club or rower competing in the series for non-compliance with those rules. For the avoidance of doubt this includes all Affiliates, and non-affiliates who choose to compete in the series.

At regattas during the Series written protests and appeals must be lodged, either by the protesting crew or a representative of the protesting club or school, with the Convener and will be resolved by the Convener in consultation with the Jury and not less than three representatives of the 'Bay Clubs' competing.

The decision of the Convener will be final and binding.

### **11. DISPUTES AND DISCIPLINE**

If any Affiliate brings the Series into disrepute, the Committee, may, at a duly constituted meeting held for this purpose upon 28 days' notice, require an explanation from the Affiliate, and after allowing the Affiliate to present its case, by  $\frac{3}{4}$  majority determine to either suspend or terminate the Affiliate's membership to the Series.

### **12. OFFICERS AND THE ADMINISTRATION COMMITTEE**

The Officers of the J. B. Sharp Memorial Regatta Series Committee shall consist of:

- (a) A Chairperson who will be appointed by the Committee.
- (b) The Convener who shall act as Secretary and shall be appointed by the Committee.
- (c) The Honorary Treasurer; who will act as Chairman in the Convener's absence; who will be appointed by the Committee.
- (d) A Delegate representing each of 'The Bay Clubs' appointed by the management committee of each club to represent the views and opinions of that club.
- (e) A Delegate representing the NSW Union of Boat Race Officials.

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- (f) A Custodian of Trophies who may not necessarily be a member of the Committee who shall be appointed by the Committee.
- (g) A Delegate representing Rowing NSW appointed by RNSW.

All officers must be registered members of Rowing NSW and shall serve for a term of 12 months, and each club, Union of Boat Race Officials and RNSW shall provide the Committee with at least 48 hours' notice of any change of delegate.

If an office-bearer is absent without an apology for three consecutive meetings, or resigns by writing to the Chairperson or the Convener, or dies, or otherwise becomes incapacitated, his or her office is deemed to be vacant, and the Committee may appoint a person (whether or not an existing member of the Committee) by resolution to fill the vacancy for the remainder of the initial term.

### **13. MANAGEMENT**

- (a) Shall be vested in the Committee.
- (b) The Committee may appoint Committees or Sub-Committees for any purpose which shall further the objects of the Series.
- (c) The Committee shall set the regatta programme for each series and set the rules governing participation.
- (d) The Committee will evaluate the performance of young rowers and scullers during the Series and will award scholarships to the most worthy athletes at the end of each Series.
- (e) The current financial position of the Union shall be reported by the Honorary Treasurer at all Committee meetings and an audited report will be published and included in a report following the staging of the Series each year.

### **14. FINANCIAL YEAR**

The financial year will extend from 1<sup>st</sup> April to the 31<sup>st</sup> March.

### **15. FINANCIAL ACCOUNTABILITY**

- (a) Honorary Auditor  
The Honorary Auditor shall be appointed by the Committee and be a person who is a member of the Institute of Chartered Accountants in Australia and/or the National Institute of Accountants and/or the Australian Society of Certified Practising Accountants.
- (b) Public Officer  
The Public Officer shall be appointed by the Committee.

### **15. SOURCES OF FUNDS**

The Series shall derive its funds from sponsorship, fundraising, donations, joining fees, and such other funds and resources as determined by the Committee.

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### **16. MANAGEMENT OF FUNDS**

All funds received shall be deposited as soon as is practicable and without deduction into the Series' bank account. As soon as is practicable after receiving and funds, the Series shall issue a receipt.

The assets and income of the Series shall be applied solely in the furtherance of its objects and no portion shall either directly or indirectly be distributed to the affiliates of the Series except as bona fide compensation for services rendered or expenses incurred on behalf of the Series.

### **17. DISSOLUTION**

- (a) The J. B. Sharp Memorial Regatta Series shall not be dissolved except at a Committee Meeting convened for that purpose and by a resolution carried by a majority of two thirds of those present and entitled to vote and with the written consent of the descendants of J. B. Sharp.
- (b) If upon winding up or dissolution there remains, after satisfaction of all its debts and liabilities any assets, then such assets shall be given or transferred to the Rowing New South Wales Incorporated, being an organization with similar purposes which is not carried on for the profit or gain of its individual members.

### **18. COMMITTEE MEETINGS**

- (a) Shall be called by the Convener;
- (b) At least 3 days' notice of a Committee Meeting must be given by email which shall contain an agenda of motions and business to be considered.

### **19. VOTING**

- (a) The method of voting at all meetings shall be by a majority of those present. No postal or proxy votes shall be permitted.
- (b) Notwithstanding anything to the contrary in this rule the Chairperson shall only be entitled to a vote in case the voting has not resolved the question.
- (c) A motion passed at a Committee Meeting can only be rescinded at a subsequent Committee Meeting by a two thirds majority.

### **20. QUORUM**

At all Committee Meetings and Annual General Meetings three delegates and either the Convener or Honorary Treasurer shall constitute a quorum. If the Convener or Treasurer is absent, any other Committee member appointed in writing by the Convener or Treasurer at least 48 hours prior to a meeting to act in their absence at that specified meeting may form the Quorum.

### **21. ANNUAL GENERAL MEETING**

The Series shall hold an annual general meeting upon 28 days' notice at which the only business to be discussed shall be as provided in such notice.

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### **22. CUSTODY AND INSPECTION OF BOOKS**

The Treasurer shall keep and maintain all financial records of the Series, and all remaining documents shall be kept in good order by the Convener (Books and Records). All Books and Records shall be made available for inspection by an affiliate or their representative upon reasonable notice.

### **23. ALTERATIONS TO THIS CONSTITUTION**

- (a) Notice of any motion for any proposed alteration to this Constitution must be given in writing, setting out the text of the proposed alteration, to the Committee not later than twenty eight (28) days before the date set for a Committee Meeting. Such notice must be signed by not fewer than three delegates.
- (b) The Convener will then place the motion for alteration on the agenda for the next Committee Meeting.
- (c) Any motion or amended motion to alter this Constitution will only be passed if a three quarters majority is attained.

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