

**By laws** made by the Association under rule 64.

By laws are secondary rules that expand on the rules of association and cover non-administrative matters that do not need to be included in the rules of association.

**Rules of Association Part 3 – Members, Division - 1 Membership, rule 4 – Eligibility for membership sub rule 1**

(1) Any person who supports the objects or purposes of the Association is eligible to apply to become a member.

Object of the Association (as registered with the Commissionaire for Consumer Protection):

To Improve the health and wellbeing of people with an intellectual Disability and or Autism Spectrum Disorder through the inclusive medium of sport.

**By law 1: The object and purpose of the Association**

Any person who supports the object and purpose of the Association is eligible to apply to become a member.

**Purpose of the Association:**

To provide opportunities for the development of skills, social interaction and the improvement of the health and wellbeing of all people within the community by providing access to a range of inclusive sporting programs that cater for individual needs, personal goals and preferences. While WA iSports encourages the participation of all in the community, the programs and activities have been specifically developed to meet the needs of individuals with intellectual disability and those who are on the Autism Spectrum.

**Rules of Association Part 3 - Members, Division 1, rule 8 Classes of membership**

(1) The Association consists of ordinary members and any associate members provided for under subrule (2).

(2) The Association may have any class of associate membership approved by resolution at a general meeting, including junior membership, senior membership, honorary membership and life membership.

**By law 2: Classes of membership**

There are three membership types that are considered ordinary members for the purpose of WA iSports rules of association -

- Athlete Member
- Volunteer Member
- Committee Member
- Life or Honorary Member

Athlete and Volunteer Members are those who participate in one or more club activities, on a regular basis (regular being once per month or more whilst the Club is in operation). Honorary or Life Members are those who have made significant and/or a long term commitment to the Club.

Membership includes:

- Access to all Club sporting programs & activities
- Access the Clubs Clubhouse during scheduled opening hours
- Invitations to attend all social functions
- Access to Club competitions
- Full voting rights at AGMs or Special Meetings for members over the age of 15

WA iSports has three groups of members that are classified as *associate members*:

- Social Member
- Junior Member

Membership for a Social Member includes:

- Invitation to social and community activities
- This type of membership does not include the right to vote at AGM or Special meetings

Membership for a Junior Member:

- Access to all Club sporting programs & activities
- Access the Clubs Clubhouse during scheduled opening hours
- Invitations to attend all social functions
- This type of membership does not include the right to vote at AGM or Special meetings

**Rules of Association Part 3 – Members. Division 1 Membership, rule 5 – Applying for membership**

- (1) A person who wants to become a member must apply in writing to the Association.
- (2) The application must include a member’s nomination of the applicant for membership.
- (3) The application must be signed by the applicant and the member nominating the applicant.

**By law 3: Applying for membership**

- (1) An application in writing includes completion of an electronic or hard copy registration form, this form may be completed by the person who is applying to be a member, or a person who has legal responsibility for that person, such as a parent, Disability Support Organisation or guardian.
- (2) By accepting the application for membership, the Secretary or Membership officer acts as the person who is nominating the applicant for membership.
- (3) An application submitted electronically is accepted as being signed by the applicant, or signed on behalf of the applicant by a person who has legal responsibility for the applicant. By accepting the application for membership, the Secretary or Membership officer is considered to have signed the application.

**Rules of Association Part 3 – Members, Division - 1 Membership, rule 6 – Dealing with membership application, sub rules (1) (2) (6)**

- (1) The committee must consider each application for membership of the Association and decide whether to accept or reject the application.
- (2) Subject to sub rule (3), the committee must consider applications in the order in which they are received by the Association.
- (6) The committee must notify the applicant of the committee’s decision to accept or reject the application as soon as practicable after making the decision.

**By law 4: Dealing with membership applications**

- (1) The Secretary or Membership officer may accept an application on behalf of the committee.
- (2) The Secretary or Membership officer must, on behalf of the committee consider applications in the order in which they are received by the Association.
- (6) The applicant may consider the submission of his/her application as acceptance of the application, unless the applicant is advised by the Secretary or Membership officer within 7 days of the submission of the application that the application is to be considered by the Committee and/or the Chair of the Committee, in which case the applicant will be advised of the date at which the Committee will consider the application and the date the applicant will be advised of the outcome of the application.

**Rules of Association Part 3 – Members, Division - 1 Membership, rule 7– Becoming a member (a)**

An applicant for membership of the Association becomes a member when —

- (a) the committee accepts the application;

**By law 5: Becoming a member**

- (a) The Secretary or Membership officer may, on behalf of the Committee, accept an application for membership.

**Rules of Association Part 5 - Committee, Division 2 – Composition of committee and duties of its members, rule 27 – Committee members, sub-rule (4) (b)**

A person may be a committee member if the person is —

- (b) an ordinary member.

**By law 6: Committee members**

- (b) An individual may apply to be a committee member without being a member of the association.

**Rules of Association Part 5 – Committee, Division – 2 Composition of Committee and duties of members Membership, rule 30 – Treasurer, sub rule (a)**

(a) ensuring that any amounts payable to the Association are collected and issuing receipts for those amounts in the Association’s name;

**By law 7: Treasurer**

(a) Where a person attending an activity does not require a receipt, a receipt does not have to be issued given the funds received can be fully accounted for.

**Rules of Association Part 5 – Committee, Division – 3 Election of committee members and tenure of office, rule 36 - Resignation and removal from office**

**By law 8: Resignation and removal from office**

In the circumstance where a committee member is subject of a proposed resolution under Part 5 – Committee, Division – 3 Election of committee members and tenure of office, rule 36 - Resignation and removal from office, subrule (3)(a) remove a committee member from office, Part 4 – Disciplinary Action, disputes and mediation of the Rules of Association do not come into effect.

**Rules of Association Part 5 – Committee, Division – 4 Committee meetings, rule 47 - Minutes of committee meetings, sub rule (3) (4)**

(3) The minutes of a committee meeting must be entered in the Association’s minute book within 30 days after the meeting is held.

(4) The chairperson must ensure that the minutes of a committee meeting are reviewed and signed as correct by –

- (a) the chairperson of the meeting; or
- (b) the chairperson of the next committee meeting.

**By law 9: Minutes of committee meetings**

(3) The minutes may be electronically recorded and stored.

(4) Reviewing the minutes and returning them to the secretary acts as the signature of the chairperson.

**Rules of Association Part 6 – General Meetings of Association, rule 53 – Proxies**

**By law 10: Proxies**

An ordinary member who is a person with intellectual disability, a person on the Autism Spectrum or a person who has a mental health condition that prevents or impacts on that person’s capacity to vote, then a person who has legal responsibility for the person may vote on person’s behalf. In



the case where a proxy votes on behalf of a member, the proxy is required to provide evidence of their relationship with the member.