



**CONSTITUTION
AND RULES**

OF THE

**TASMANIAN BANDS
LEAGUE INC.**

AS AMENDED: 16 May 1993

1. NAME:

The name of the organisation shall be “Tasmanian Bands League Inc.”

2. DEFINITION:

- a) In these rules, unless inconsistent with the context, the word “League” shall mean the Tasmanian Bands League Inc.
- b) The word “Band” shall mean a Brass or Concert Band registered with the League.
- c) The word “Player” shall mean a player registered with the League.
- d) The word “League” and Committee shall have synonymous meaning.
- e) The word “Delegate” shall mean a person nominated in writing by a registered Band to represent that Band at meetings.

3. HEADQUARTERS:

The Headquarters of the League shall be Launceston, at such an address as the League shall from time to time determine.

4. OBJECTIVES:

The objectives of the League shall be:

- a) To consolidate the interest and welfare of Bands for their mutual advantage.
- b) To promote and maintain good fellowship among Bandpersons throughout the State of Tasmania.
- c) To stimulate and educate public opinion to the value of band music.
- d) To create a public demand for Band music by providing musical recitals, entertainment and competitions.
- e) To assist charitable utilities.
- f) To inaugurate and control instrumental contests including championships.
- g) To assist in moulding the national character by providing a healthy musical environment.
- h) To inculcate and foster the study of instrumental music, and assist Musical Directors/Bandmasters and Drum majors in the betterment of their performances by means of Workshops and Seminars.
- i) To affiliate with kindred organisations for mutual benefits.

And the League be empowered to do all things which are necessary or conducive to the attainment of the above objectives.

5. MEMBERSHIP:

- a) The League shall comprise an unlimited number of registered regular playing Bands within the state of Tasmania.
- b) A band or any Office Bearer of the League shall not be affiliated or in any way connected, directly or indirectly with any other controlling association or governing body, except such as approved by the League.
- c) Application from Bands for admission to the League shall be in writing, accompanied by the current year's subscription as prescribed pursuant to Rule 20, together with a list of members thereof. Such application shall be considered at the first meeting of the League held subsequent to the application being lodged.
- d) The League reserves the right to refuse admission to any Band, at any time, if in the opinion of the League, the admission of such Bands would not be in the best interest of the League.
- e) The League reserves the right to review the position of any Band at any time, and to suspend or exclude such Bands from membership if in the opinion of the League such action would be in the best interests of the League.
- f) A Band suspended from the League shall automatically forfeit all rights and privileges in the League during the period of suspension.
- g) A Band suspended or excluded from the League shall not be entitled to a refund of any membership fee which may have been paid.

6. OFFICE BEARERS AND DUTIES:

The following Office Bearers shall be elected annually at the Annual General meeting: President, **Three (3)** Vice Presidents (North, North-West, South), Secretary, Assistant Secretary, Treasurer and Registrar.

a) President:

The President shall attend all meetings and functions conducted by the League. He shall also assume a dominant role in all negotiations with other bodies. The President shall not be a delegate of a Band.

b) Vice Presidents:

The Vice Presidents shall attend all meetings and functions conducted by the League and in the absence of the President shall carry out their duties at any meeting or function. The Vice President may be a delegate of a registered Band and is also responsible for coordination of League affairs in their area.

c) Secretary:

- i. The Secretary shall attend all meetings and functions conducted by the League and shall maintain accurate records of all transactions in a Minute Book. The Secretary shall not be a delegate of a Band.

- ii. The Secretary shall receive and direct all correspondence on behalf of the League.
- iii. The Secretary shall keep a book showing the following:
 - Office Bearers for current year.
 - Life members and year of receiving honour.
 - Badge of Honour recipients and year.
 - Certificate of Merit recipients and year.
 - Record of State Contest placings – Band, Solo and Party.
 - Record of Test music played – Band and Solo.
 - Trophy Register – record of all trophies and recipients.
 - Register of Trophies and Recipients.
- iv. The Secretary shall prepare a report of the year's activities for submission to the Annual General Meeting.

d) Assistant Secretary:

The Assistant Secretary shall attend all meetings of the League and shall act as minute secretary, shall keep a record of attendance of Delegates and shall carry out the duties of the Secretary in their absence. The Assistant Secretary may be the delegate of a Band.

e) Treasurer:

- i. The Treasurer shall be responsible for the management of all funds of the League and shall operate the banking account(s) in conjunction with the President and Secretary of the League. The Treasurer may be the delegate of a Band.
- ii. The Treasurer shall arrange the collection of all fees, monies and entitlements of the League and shall arrange all payments of expenditure authorised by the League.
- iii. The Treasurer shall keep such up to date financial records as directed by the League and furnish to an Auditor appointed by the League, all books, vouchers and accounts as are necessary for audit at the end of each financial year of the League's account.
- iv. The Treasurer shall present properly prepared financial statements of the full year's operation of the League ending 31st December in each year for submission at the Annual General Meeting.
- v. The Treasurer shall keep a complete and up-to-date record of all property of the League.

f) Registrar:

The Registrar shall keep up-to-date records of member Bands as to their registration and de-registration. He shall ensure that Secretaries of all member Bands are in receipt of the prescribed forms by the last quarterly meeting preceding the end of the financial year to enable registered Bands to meet the registration requirements of the League. Further, the Registrar shall record and control the lists of playing members of affiliated Bands from time to time submitted to him in accordance with these rules.

- g) The President, or, in their absence, one of the Vice Presidents shall preside at all meetings of the League. If such Officers are absent, a Chairman shall be appointed from among Delegates present.
- h) All Vacancies among Office Bearers shall be filled if practicable at the first meeting of the League held subsequent to the announcement of the vacancies
- i) In the event of the office of Secretary becoming vacant during the financial year, the Executive Committee shall publicly invite application, in writing, for the position and thereupon present, the successful applicant to the League for appointment.
- j) Appointment of any Officer Bearer may be terminated only at a Special meeting for that purpose.
- k) Each officer of the League shall hold office until the Annual general meeting next after the date of their election, but is eligible for re-election.
- l) The office of an Office Bearer, other than Patron, will be deemed to be vacant if he/she fails, without leave granted by the Executive Committee, to attend **two (2)** consecutive committee meetings.

7. PUBLICITY:

A Publicity Officer may be appointed and will endeavour at all times to report, develop and enlarge the image of the League to the members and general public through newsletters, publicity and by any other means.

8. EXECUTIVE COMMITTEE:

- a) The Executive Committee shall consist of the Office Bearers named in **Rule Six (6)**.
- b) The Executive Committee will as required formulate policy recommendations, act as a disputes committee and generally manage the affairs of the League during the period between general meetings. All decisions must be placed for discussion at the subsequent general meeting.
- c) The Executive Committee is empowered to transact all ordinary business of the League requiring attention between General Committee meetings.

- d) The Executive Committee shall deliver a full report of its activities at each meeting of the General Committee.
- e) Meetings of the Executive Committee shall be held from time to time.

9. GOVERNMENT – COMMITTEE:

- a) The League shall be governed and managed by a Committee consisting of the Executive Committee plus **one (1)** delegate from each registered Band.
- b) Any Band registered and affiliated with the League shall have the power to appoint or nominate any individual resident in Tasmania, provided he is not a registered member of any other Band affiliated with the League, to act as proxy in the interests of such Band.
- c) No member of the Committee or an Office Bearer of the League shall undertake to arrange upon their own responsibility anything with which it is necessary to couple the name of the League without the authority of the Committee or Executive Committee

10. SUB-COMMITTEES:

- a) The Committee may at any time appoint a sub-committee from the Committee as it may think fit, and shall prescribe the powers and functions thereof.
- b) The Committee may co-opt as members of a sub-committee such persons as it thinks fit, whether or not those persons are members of the League, but a person so co-opted is not entitled to vote.
- c) **Three (3)** appointed members of a sub-committee constitute a quorum at a meeting of the sub-committee.
- d) The Secretary of the League is responsible for calling meetings of the sub-committee.
- e) President and Secretary shall be ex officio members of all sub-committees appointed under this rule.

11. LEAGUE FUNDS:

- a) The Committee shall have the custody of the funds of the League and shall:
 - i. Authorise the expenditure of same.
 - ii. Open a bank account with a bona fide Savings Bank in the name of the League. All accounts to the value of \$10 and over shall be paid by cheque signed by any two of the following: President, Secretary or Treasurer.
- b) The income and property of the League, however derived, shall be applied solely toward the promotion of the objects and purposes of the League and no portion thereof shall be paid or transferred, directly or indirectly, by dividend, bonus, or otherwise to any member of the League.

- c) The financial year of the League is the period beginning on 1st January in each year and concluding on 31st December next following.

12. **MEETINGS:**

- a) The committee shall meet for ordinary purposes on such date and at such time and place as they shall decide.
- b) Requisitions for special meetings of the Committee shall be in writing stating the reason or reasons for which the meetings are desired and shall be lodged with the League at least **twenty one (21)** days prior to the date of the meeting.
- c) Notices of special meetings of the Committee shall be forwarded to every registered Band at least **fourteen (14)** days prior to the date of the meeting stating fully the nature of the business to be dealt with, and in no circumstances shall any other business be dealt with thereat.
- d) If at the time appointed for the holding of a committee meeting a quorum is not present, the meeting if called upon a requisition of delegates, shall lapse. In any other case the meeting shall stand adjourned to such a date, and at such a time and place as the Committee shall decide, and if at the time appointed for the holding of the adjourned meeting a quorum is still not present, the meeting shall stand adjourned sine die.
- e) No unqualified person shall be permitted to be present at any meeting of the Committee without the express sanction of the Committee.
- f) In addition to the meeting prescribed in **Clause (b)** of the Rule, the Secretary shall have the power to call an Ordinary meeting or a Special Meeting at any time, provided that each Registered Band is given at least **fourteen (14)** days notice in writing thereof.
- g) The Annual General Meeting of the League shall be held in February each year on such a date and time as the Committee shall decide.
- h) If at any time appointed for the holding of an Annual general meeting a quorum is not present, the meeting shall be adjourned to such a date and at such a time and place as the Committee shall decide and if at the time appointed for the holding of an adjourned Annual general meeting a quorum is not present the meeting shall be adjourned sine die and the retiring Office Bearers shall continue to hold office until their successors are elected.
- i) The Order of Business at meetings of the Committee shall be:
- i. Roll Call and Apologies
 - ii. Confirmation of Minutes of Previous meeting
 - iii. Business arising out of Minutes
 - iv. Correspondence
 - v. Finance
 - vi. General Business
 - vii. Date of next meeting
 - viii. Close of meeting

- j) The order of Business at the Annual General Meeting of the League shall be:
- i. Roll Call and Apologies
 - ii. Confirmation of the Minutes of previous Annual General meeting
 - iii. Business arising out of the Minutes
 - iv. Adoption of Annual Report(s)
 - v. Treasurer's Report: Income, Expenditure and Balance Sheet
 - vi. Musical Advisory Board Report
 - vii. Drill Advisory Board Report
 - viii. Trustees Report
 - ix. Election of Office Bearers, Auditor, Music and Drill Advisory Boards
 - x. Presentation of Awards
 - xi. Vote of Thanks
 - xii. Close of Meeting

13. QUORUM:

The quorum for all meetings, Annual general meeting, Special Meeting, General meeting shall be 1/3 of the number of affiliated Bands.

14. VOTING:

- a) At all meetings of the Committee, inclusive of the Annual general meeting, the Vice Presidents, Assistant Secretary, Treasurer and each Band through their delegate shall have **one (1)** vote. In the event that a Vice President, the Assistant Secretary and/or Treasurer is also a delegate, that person shall be entitled to **one (1)** vote only.
- b) The method of voting on all matters shall be as directed by the Chair, providing that a secret ballot may be held if required by a simple majority.
- c) At all meetings of the league, the presiding officer shall have a casting vote only.

15. AUDITOR:

- a) An Auditor shall be appointed annually by the General Committee to audit the books and accounts of the League and to report thereon to the Annual Meeting of the League.
- b) Once at least in each financial year of the League, the accounts of the League shall be examined by the Auditor.
- c) The Auditor shall certify as to the correctness of the accounts of the League and shall report thereon to the members present at the Annual general meeting.
- d) No person who is an Office Bearer or delegate to the League shall be eligible for election as Auditor.

16. HONORARIUMS:

The Secretary and Treasurer shall be entitled to an honorarium each year, the figure to be set at the Annual General Meeting.

17. REGISTRATION, DEREGISTRATION, RE-REGISTRATION, TRANSFER AND CLEARANCE OF PLAYERS:

- a) For the purposes of this Clause, the term “registration” shall be deemed to include registration, deregistration, re-registration, transfer and/or clearance of playing members of Bands.
- b) The League shall have the power to make bylaws in relation to registration of Players.
- c) Such bylaws made by the league shall be guided by the rules of the National Bands Council.
- d) Additions, alterations, deletions or any other changes to these bylaws may only be made where **fourteen (14)** days notice is given to member Bands of the meeting at which such changes are to be proposed.
- e) Where an amendment has been made to the rules of the National Bands Council in relation to the registration of players, the bylaws of the League shall be deemed to be changed at the time of the National Bands Council accepting the change. The Secretary shall inform all member Bands of the alteration to the bylaws upon receipt of notification from the National Bands Council that the rule has been changed.
- f) The bylaws of the League may be circulated with the Constitution of the League, but shall not form part of the Constitution.

18. MEMBERSHIP FEE:

- a) Every band shall be liable to make payment of an annual affiliation fee at a rate from time to time prescribed by the League, such fee to become due and payable on the **thirty first (31st)** day of January each year.
- b) Any Band or Adjudicator not paying the membership fees prescribed in **Clause (a)** of this Rule, shall be deemed unfinancial and such Band shall forfeit all rights and privileges in the League while so unfinancial.
- c) Any Band desiring to resign from the League can do so by giving the League, in writing, **one (1)** months notice.
- d) In the event of a Band making an application for re-affiliation with the League the fee set out in **Clause (a)** of this Rule shall apply and in addition a re-affiliation fee as determined by the League shall be charged.

19. ADJUDICATORS:

- a) Music and Drill Adjudicators shall be registered with the League annually and shall pay a fee as from time to time prescribed by the League, such fee to become due and payable on the **first (1st)** day of January each year. Failure to comply with this Clause will result in registration being cancelled.

- b) All applications for registration as Adjudicators must be recommended by their respective Advisory Boards before such registration may be granted.
- c) Adjudicators wishing to be registered with the National Bands Council must be financial with the League and application for such registration must be made through the League.
- d) The League reserves the right to refuse the registration of any Adjudicator.
- e) Notwithstanding the above, the League may appoint a person whom it recognises as a competent Adjudicator at any time to carry out a specific assignment.

20. MUSICAL ADVISORY BOARD:

- a) A Musical Advisory Board shall be formed and shall comprise of **six (6)** members to be elected at the Annual General Meeting.
- b) The elected Board shall have the power to call upon other persons for assistance.
- c) It shall be the function of the Board to advise the League in connection with any matters which may be referred to the Board for enquiry.
- d) It shall be the function of the Board to nominate to the League a panel of Music Adjudicators, who may adjudicate at any contest organised under the auspices of the League.
- e) The Board shall take the responsibility of selecting Test Music for contests where the League deem it necessary for such Test Music to be set.
- f) The Board shall accept responsibility for the improvement of musical standards of all registered Bands of the League, to this end the board shall make every endeavour to organise workshops and seminars for Junior, Senior Bandpersons and Conductors/Musical Directors.
- g) The Board shall be empowered to classify and grade all registered Bands of the League, a review of which shall take place from time to time. With any regrading of Bands the Board shall supply justification, in the advent of appeal by said registered Bands against its regrading.
- h) A member of the Musical Advisory Board who is not a delegate to the League shall be entitled to attend all meetings of the General Committee, but shall not be entitled to vote.
- i) The Board shall meet from time to time, a written report of such meetings shall be forwarded to the League Secretary within **fourteen (14)** days of said meetings.

21. DRILL ADVISORY BOARD:

- a) A Drill Advisory Board shall be formed and shall comprise of **four (4)** members to be elected at the Annual General Meeting.

- b) The elected Board shall have the power to call upon other persons for assistance.
- c) It shall be the function of the Board to advise the League in connection with any matters which may be referred to the Board for enquiry.
- d) It shall be the function of the Board to nominate to the League a panel of Drill Adjudicators, who may adjudicate at any marching contest organised under the auspices of the League, or approved organisations.
- e) The Board shall accept responsibility for the improvement of standards of marching and drill movements of Drum Majors and other interested persons, and all registered Bands by formulating curricular and the conducting of seminars and workshops.
- f) The Board shall attend to the examination of persons making application to the League to become Drill Adjudicators with the League..
- g) A member of the Drill Advisory Board who is not a delegate to the League shall be entitled to attend all meetings of the General Committee, but shall not be entitled to vote.
- h) The Board shall meet from time to time, a written report of such meetings shall be forwarded to the League Secretary within **fourteen (14)** days of said meetings.

22. PERSONS ASSOCIATED WITH NON MEMBER BANDS:

No person who is in any way connected directly or indirectly with a non member Band as proscribed by the League, shall be eligible for registration as a player, or for election as an Office Bearer, member of Musical or Drill Advisory Boards, Life Member or Auditor of, or appointment as a delegate to the League.

23. MODE OF ADDRESS:

All communications to the League shall be addresses to the Secretary at their notified address.

24. VIOLATION OF GENERAL CONSTITUTION AND RULES:

A Band or any registered player thereof, violating the General Constitution and Rules of the League, shall be dealt with by the Committee in whatever manner it may deem fit.

25. PATRON:

The League may from time to time appoint a Patron, who shall be entitled to attend without charge, any function held under the patronage of the League.

26. LIFE MEMBERS:

- a) The League may elect any person as a Life Member of the League at any Annual general meeting, or at any other approved time as directed by the League, only if in the opinion of the League such a person has rendered sufficiently valuable service to the League.
- b) Life members shall enjoy all the rights and privileges of the League, but will not be entitled to a vote on any question, unless a Delegate of a band.
- c) Nomination for election to Life Membership must be submitted for approval by the Executive and then presented to a prior General meeting before such Life Membership is conferred.

27. BADGE OF HONOUR:

- a) Every registered Band may nominate persons for the League's Badge of Honour.
- b) Every registered Band when nominating a person for the Badge of Honour must supply a brief history in support of the nomination. A fee to cover the current cost of the Badge must also accompany the nomination.
- c) The League reserves the right to award the Badge of Honour to persons whom they consider are deserving of this award, the cost to be borne by the League.
- d) Bands are restricted to **one (1)** nomination per year.
- e) All nominations must be submitted for approval by the Executive Committee by the November Quarterly Meeting.
- f) The Badge of Honour will be awarded and presented at the Annual General Meeting.

28. CERTIFICATE OF MERIT:

Registered Bands may nominate persons who have in excess of **thirty five (35)** years of service to a Band or Bands for the League's certificate of Merit.

29. ALTERATIONS TO THE CONSTITUTION:

- a) The Constitution may be changed only at an Annual General Meeting or a special general meeting called specifically for that purpose.
- b) The Constitution can only be changed by a two thirds majority of financial members present at the meeting.