

Carlton Football Club Member Council

Terms of Reference

1. Purpose

The purpose of the Member Council is to give members a greater voice within the Club, to improve Carlton's relationship with members, and help enhance the overall member experience.

2. Functions of the Council

The Council will operate as a discussion and information exchange forum with representatives of the Club Administration and the Club Board.

The Council may:

- (a) initiate discussion about the Club's current off-field performance and the future direction of the Club's member experience;
- (b) review and evaluate Club programs insofar as such programs impact Club members;
- (c) consider and propose a code of conduct for members at the Club; and
- (d) generally facilitate member communication with the Club Administration and Club Board.

3. Membership of the Council

The Council shall comprise:

- (a) The President of the Club or in his / her absence a Club Director;
- (b) The GM Consumer Business & Fan Development;
- (c) The Membership Manager
- (d) At least Seven (7) members of the Club appointed under clause 4.

4. Appointment of Members

- (a) The GM - Consumer Business & Fan Development of the Club will invite applications from members to fill vacancies in the Council as Member Councillors;
- (b) The tenure of Member Councillors will be 1 year;
- (c) Member Councillors may reapply for re-selection for one further term;
- (d) Member Councillors shall hold tenure not exceeding 2 consecutive terms (maximum of two years);
- (e) Any Member Councillor appointed to a casual vacancy in the Council shall hold office for the balance of the term of the Member Councillor whose seat has become vacant; and
- (f) Any casual vacancy of the Council may be filled as follows:
 - In the case of the President of the Club, by the Acting or Interim President.

- In the case of the GM – Consumer Business & Fan Development, by the Acting or Interim GM – Consumer Business & Fan Development.
- In the case of the Membership Manager, by the Acting or Interim Membership Manager.
- In the case of a Member Councillor, by selection by the Club President or GM – Consumer Business & Fan Development.

5. Cessation or Termination of Membership

- (a) A Member Councillor may resign by notifying the GM – Consumer Business & Fan Development in writing.
- (b) The Club President may terminate the appointment of a Member Councillor if that person:
 - (1) has engaged in conduct:
 - (i) inconsistent with these Terms of Reference; or
 - (ii) unbecoming of a Member Councillor; or
 - (iii) prejudicial to the interests of the Club,
 - (2) has been absent, without leave or reasonable excuse, from two consecutive meetings of which the member has had notice.

6. Meetings and Proceedings of the Council

- (a) The Council will meet no less than bi-annually;
- (b) The Chairperson of the Council is to convene Council meetings in relation to the venue and time of meeting and giving notice of the meeting;
- (c) Agenda items may be submitted to the General Manager – Consumer Business & Fan Development by Member Councillors;
- (d) To be included, agenda items must be submitted to the Consumer Business & Fan Development prior to the advertised meeting date. The GM – Consumer Business & Fan Development will circulate the agenda to Member Councillors not less than two days before the next Committee meeting;
- (e) The GM – Consumer Business & Fan Development then will chair meetings of the Council unless that person is not available the President or Director of the Club will chair the meetings. If neither is available the Council meeting may be cancelled or the Club may select a staff member to act as chairperson for that one (1) meeting.

7. Communication / Publication

Matters discussed at Council meetings are confidential. For consistency of message, only the Club's GM Media Digital & Brand may issue member releases relating to Council discussions and agreed outcomes.