

Roke Volleyball Club

Constitution

1 GENERAL

1.1 The name of the Club shall be Roke Manor Volleyball Club, hereinafter known as the Club.

1.2 The Club shall be affiliated to:

- Southampton and District Volleyball Association (SADVA)
- Volleyball England
- Any other association deemed appropriate by the executive committee.

1.3 The Club shall be bound by the rules of the Associations listed in 1.2

1.4 The aims and objectives of the Club will be:

- to offer coaching and competitive opportunities in volleyball
- to promote volleyball within the local community
- to ensure a duty of care to all members of the club

2 MEMBERSHIP

2.1 The Club shall be open to all who are interested in playing volleyball in accordance with the Club Constitution.

2.2 Individuals shall be considered a Member of the club if they satisfy one of the following:

- Have played more than 2 matches representing the club in any competition, in the last 12 months.
- Have attended more than 5 training sessions run by the club in the last 12 months
- Have assisted the club in running any major events (e.g. a tournament hosted by the club)
- Have been granted life membership

3 OFFICERS

The following Executive Officers shall be elected annually:

3.1 Chairperson

Is elected to see to the constitutional running of the Club and all its meetings.

3.2 Secretary

Is elected to manage the day to day running of the Club, including competition and tournament entries.

3.3 Treasurer

Is elected to manage the day to day running of the Club.

3.4 Club Coach

Is elected to oversee the interpretation of volleyball within the Club. To oversee the development of players and teams within the Club and to appoint team coaches and captains.

3.5 Social Secretary and Publicity Officer

Is elected to promote the social well-being of the Club, and to create and maintain local awareness of the Club's activities.

4 THE EXECUTIVE COMMITTEE

4.1 The Committee shall consist of the officers listed in 1.9.

4.2 Except as provided for in 8.3, all officers shall be elected at a General Meeting.

4.3 Each officer shall have one vote, but in the event of a tied vote, the Chairman may exercise a second and casting vote.

4.4 The Committee shall meet at least once every three months.

4.5 A quorum of 3 officers shall be required to transact the business of the Club.

5 POWERS OF THE COMMITTEE

5.1 The Committee shall have the power to call an Extraordinary General Meeting.

5.2 The Committee has the right to suspend or expel from the Club any member who infringes the Club Constitution.

5.3 The Committee shall deal with the day to day running of the Club and Club policy.

5.4 The Committee shall have the power to co-opt members to assist in the running of the Club (at its discretion).

6 SUB-COMMITTEES

6.1 The Committee shall have the power to set up sub-committees.

6.2 Sub-committees must be chaired by an Executive Committee member.

6.3 The Committee shall not have the power to alter the Club Constitution.

6.4 Members of the Committee shall have no powers except at a meeting with a quorum present.

6.5 The Committee shall have the power to act on any item not covered by the Constitution.

7 THE ANNUAL GENERAL MEETING

7.1 This shall be held once per year following the end of the competitive season.

7.2 Any business brought before the Annual General Meeting shall be submitted in writing to the Secretary at least seven days before the day of the meeting.

7.3 The Secretary shall notify all current Club members of the venue, date and time of the Annual General Meeting at least 21 days before the day of the meeting.

7.4 The Annual General Meeting shall receive reports from the following officers of the Club:

- Chairman
- Secretary
- Treasurer
- Club Coach

7.5 The meeting shall elect the Executive Officers for the forthcoming twelve months.

7.6 Voting

7.6.1 Quorum for the Annual General Meeting shall be 25% of the membership.

7.6.2 Each Club Member has one vote (including Committee members).

7.6.3 A Member may not use an absent Member's vote under any circumstances.

7.7 The Annual General Meeting shall have the power to alter the Constitution, providing that two-thirds of those present vote in favour.

7.8 Any Club Member who has not paid any subscription or registration fees, or is in default of 3 months of training fees, is not allowed to vote at the Annual General Meeting.

8 ELECTION OF OFFICERS

8.1 Officers may stand for re-election either for another office, or for the office that he/she holds at the time of the Annual General Meeting.

8.2 Nominations

8.2.1 Nominations shall be accepted from the floor, duly proposed and seconded.

8.2.2 Neither proposer nor seconder may vote for another candidate for the same office as their candidate.

8.2.3 A proposer and seconder may only propose and second one candidate for each office.

8.3 Election of officers shall only take place at the Annual General Meeting, unless there are special circumstances (e.g. resignation, death etc.), when the Committee may select a Club member to fill the vacant office until the next Annual General Meeting.

9 FINANCE

9.1 The Club shall have an account(s) at an established financial institution.

9.2 Cheques may be signed by the Treasurer or Chairman, both of whom must be eighteen years or older.

9.3 A statement of audited accounts shall be submitted to the Annual General Meeting.

9.4 Training and match fees shall be decided by the Executive Committee.

11 DISSOLUTION

11.1 In the event of dissolution of the Club funds shall be divided equally between the current membership after ensuring all outstanding debts have been paid.

11.2 Any kit shall be disposed of at the discretion of the Executive Committee.

12 EXTRAORDINARY GENERAL MEETING

12.1 Any member of the Club has the power to call an Extraordinary General Meeting should the need arise. To do this, the following procedure must be adopted:

12.2 A written proposal shall be submitted to the Secretary.

12.3 The proposal must have a seconder.

12.4 A petition carrying the signatures of at least 10% of the total membership of the Club shall be submitted with the written proposal.

12.5 The Secretary shall give notice of the meeting in accordance with 7.3.